

# Request for Quote Solicitation Number: 47HAA019Q022 Office of Travel, Transportation and Logistics (TTL) Transportation Audit Management System (TAMS) in support of:

Office of Chief Information Officer
Asset and Transportation Management Division

# **Statement of Work**

### **Issued to:**

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# **Table of Contents**

1.	BACKGROUND	_ 1
2.	PURPOSE	_ 2
3.	ORGANIZATIONAL OVERVIEW	
<b>4.</b>	ACCOUNTS AND COLLECTIONS BRANCH (QMCAA)	_ 4
<b>5.</b>	AUDIT POLICY AND REVIEW BRANCH (QMCAB)	_ 5
6.	DISPUTES RESOLUTION BRANCH (QMCAC)	
<i>7.</i>	SCOPE OF THE APPLICATION	
8.	AGILE DEVELOPMENT METHODOLOGY	_ 7
9.	TASK 1 - MANAGEMENT SUPPORT	
10.	TASK 2 – PLANNING, ARCHITECTURE AND DESIGN	_ 8
11.	TRAVEL	_ 8
12.	TASK 3 - SYSTEM CONFIGURATION AND BUILD	_ 9
13.	TASK 4 - TESTING	
14.	TASK 5 – SYSTEM DEPLOYMENT	_10
<b>15.</b>	TASK 5A - DATA MIGRATION	.11
16.	DATA VOLUMES	12
<i>17.</i>	TASK 6 – QUALITY ASSURANCE (QA)	_15
18.	PERFORMANCE AND QUALITY STANDARDS	.16
19.	TASK 7 – TRAINING	27
<i>20.</i>	TASK 8 – APPLICATION MAINTENANCE AND OPERATIONS	27
21.	SERVICE LEVEL AGREEMENTS	.28
22.	TASK 9 – ONLINE HELP AND HELP DESK SUPPORT	.29
23.	TASK 10- SECURITY COMPLIANCE	29
24.	DELIVERABLE ITEMS/ACCEPTANCE	.32
<b>25.</b>	DELIVERABLES	32
26.	PERIOD OF PERFORMANCE	. <b>3</b> 3
27. INF	GOVERNMENT FURNISHED EQUIPMENT (GFE) AND GOVERNMENT FURNISHED FORMATION (GFI)	_34
28.		35

29.	KEY PERSONNEL	35
<i>30.</i>	INSPECTION, DELIVERY AND ACCEPTANCE	35
31.	GLOSSARY	
<i>32.</i>	TYPE OF CONTRACT	
<i>33.</i>	PRICING TEMPLATE	
34.	INSTRUCTIONS, CONDITIONS, AND NOTICES AND NOTICES TO OFFERORS_	38
<i>35.</i>	EVALUATION FACTORS	38
35	5.4 FACTOR 3: PAST PERFORMANCE	
36.	PRICE EVALUATION	44
<i>37.</i>	BEST VALUE BASIS OF AWARD	45
38.	EVALUATION CRITERIA TRADE OFFS	
39.	INVOICE SUBMISSION	
39	.1 INVOICE INFORMATION FIRM FIXED PRICE	
40.	CONTRACT ADMINISTRATION	
41.	DUE DATE FOR SUBMISSION OF QUESTIONS	
<i>42.</i>	DUE DATE FOR SUBMISSION OF THE TECHNICAL AND PRICE	
43.	PROPOSAL SUBMISSION	
44.	CLAUSES INCORPORATED	
<i>45.</i>	TASK ORDER PROVISIONS AND CLAUSES	
46.	GENERAL SERVICES ADMINISTRATION ACQUISITION MANUAL (GSAM)	
PRO	VISIONS AND CLAUSES INCORPORATED BY REFERENCE	51
<i>47.</i>	SYSTEM FOR AWARD MANAGEMENT (SAM)	52
48.	ORGANIZATIONAL CONFLICT OF INTEREST AND NON-DISCLOSURE	
REQ	UIREMENTS	52
<i>49.</i>	LIST OF ATTACHMENTS	53

### 1. BACKGROUND

The federal government spends over \$25 billion dollars on travel and transportation services every year to move federal passengers and freight. A spend category of this magnitude requires robust auditing in a timely manner to ensure the government is getting the value that it agreed to receive from transportation service providers (TSPs). Under the Transportation Act of 1940 as amended 31 USC 3726, as amended by the Travel and Transportation Reform Act of 1998, GSA is responsible for conducting post-payment audits of all federal agency transportation bills.

Upon receipt of transportation bills from defense and civilian agencies, GSA examines and audits them to ensure that the payments were valid; proper; and in compliance with Task Order prices, rates, tariffs, quotations, agreements, tenders, and/or other applicable rate authorities. On average, GSA reviews over 12 million paid transportation invoices per year, recovering millions of dollars in the process.

Within GSA, Transportation Audits Division (QMCA) is responsible for carrying out this program. QMCA consists of three branches, the Accounts and Collections Branch (QMCAA), the Audit Policy and Review Branch (QMCAB), and the Disputes Resolution Branch (QMCAC). Key responsibilities of the Division are as follows:

- Monitor federal agency compliance with transportation pre-payment audit requirements
- Support other federal agencies in improving their transportation pre-payment audit processes
- Conduct transportation post-payment audits
- Issue Notices of Overcharge (NOCs) to TSPs for any identified overpayments
- Process payments (i.e., refunds) from TSPs to settle NOCs
- Pursue collection actions against TSPs for overdue NOCs
- Evaluate TSP protests and claims challenging the validity or accuracy of a NOC and determine a resolution based on presented evidence
- Adjudicate transportation-related billing disputes between TSPs and federal agencies, when requested
- Handle bankruptcies and litigation related to TSPs with outstanding NOC debts

QMCA currently relies on three primary systems and various related tools (e.g., Excel workbooks) to manage its operations. These systems are used to issue NOCs, track accounts receivable (i.e., TSP debts) and payments, receive and review NOC protests, review and settle NOC claims, maintain documents, and provide management reports.

• The Transportation Accounts Receivable Payable System (TARPS) is used to track post-payment audit findings, create and print NOCs, record receivables (i.e., overcharges), and

monitor protests and claims. The system is also used to calculate accruing interest on accounts receivable and to calculate commission payments for audit contractors.

- The Accounts Receivable Tracking System (ARTS) is used to monitor federal agency compliance with monthly post-payment documentation submission requirements. In addition, it stores summary data from bills and invoices that have been submitted manually (i.e., paper, CD, or email) to QMCA from federal agencies.
- The Electronic Document Management Software (EDMS) system is a web-enabled document repository for QMCA's transportation audit management documents, including special tariffs, tenders, rate quotes, and contracts, to reduce paper storage and provide reliable and secure access to documents where and when they are needed. It is primarily used as a resource for auditors in the performance of post-payment reviews.

These systems and tools are not integrated internally with each other or externally with any other GSA systems, third party payment systems (TPPSs), or other federal agency systems. This situation has resulted in highly manual processes, duplicative data entry requirements, and long cycle times.

### 2. PURPOSE

The purpose of this procurement is to procure IT services to build a system solution that supports the transportation audit management requirements stated in this RFQ and attachments. The requirements support the division's business goals, including:

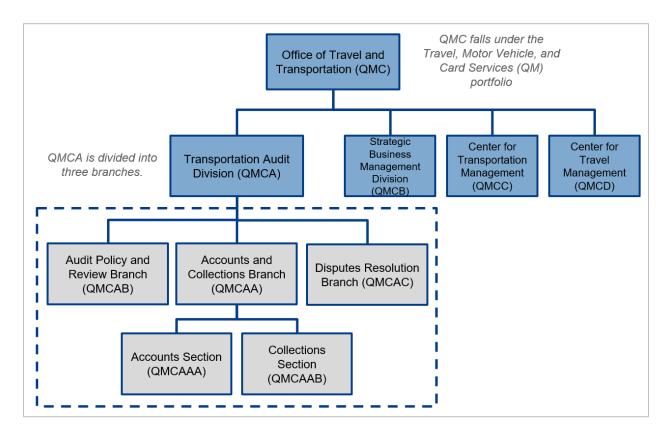
- Lower transportation audit compliance barriers for federal agencies and GSA, by providing means for users to sign on to the application via a single point of entry, provide means to upload/view relevant documents, and provide an accurate view of data in near real time.
- Enable authorized users to access business transactions in real time
- Currently provide reporting to QMCA Associates with business reports and insight to data.

### 3. ORGANIZATIONAL OVERVIEW

The Transportation Audits Division (QMCA) audits a range of transportation methods, and classifies these various forms of transportation methods into seven modes of transportation. These modes are as follows:

- 1. Air Cargo/Freight means the shipment of commodities by air TSPs and forwarders.
- 2. Passenger means the transportation of individuals by air, rail, or bus vessels.
- 3. Household Goods Domestic means any loose household goods and crated or boxed general freight. Electronic instruments shipped by household goods, motor TSPs (under their household goods tariffs), and tenders are included in this category.

- 4. Household Goods Foreign means the international shipment of household goods, generally on International U.S. Government Bills of Lading by household goods forwarders.
- 5. Rail means all commodities shipped by rail.
- 6. Truck/Motor means the shipment of goods and people by truck or motor vehicle.
- 7. Ship (Ocean) means the shipment of commodities by ship in international, coastwide, or inter-coastal transportation. This category also includes the shipment of commodities, especially bulk commodities, by barge, mostly within the United States pipeline.



### 3.1 PREPAYMENT AUDIT PROGRAM

Congress enacted the Travel and Transportation Reform Act of 1998 (Public Law 105-264), effective April 2000, requiring federal agencies to perform a prepayment audit of transportation expenses, subject to oversight by GSA. Under the previous statute, Public Law 99-627 of 1986, agencies were permitted, but not required, to perform a prepayment audit. By auditing prior to payment, agencies could avoid excess transportation charges and use the consequent savings to procure additional transportation services. The law granted GSA the authority to prescribe regulations and exempt bills, mode(s) of transport, and agencies from a prepayment audit (requiring a post payment audit in lieu). It also permitted GSA to conduct a prepayment audit on

any federal agency transportation bill and to provide transportation audit and related technical assistance services, on a reimbursable basis, to other agencies. GSA currently provides federal agencies audit contractor services, offered through GSA schedules, as well as internal audit services to agencies in support of them meeting this federal mandate.

### 3.2 POST PAYMENT AUDIT PROGRAM

Enactment of the Transportation Act of 1940 made post payment audit a requirement for federal agencies. The post payment audit occurs once a transportation bill has been paid by a federal agency. GSA is responsible for conducting post payment audits on all federal agency transportation bills. Upon receipt of these bills, GSA examines and audits them to confirm that they contain the lowest applicable charges. These audits ensure that the bills are valid and proper, while in compliance with rates, tariffs, quotations, agreements, and tenders. The Transportation Audits Division, in conjunction with external contracting companies, reviews an average of over 12 million transportation invoices per year, recovering millions of dollars in the process.

# 4. ACCOUNTS AND COLLECTIONS BRANCH (QMCAA)

The Accounts and Collections Branch is responsible for maintaining an accurate record of transportation claims by and against the Federal Government, and collecting amounts that are due to the United States Government. QMCAA is subdivided into the Accounts Section (QMCAAA) and the Collections Section (QMCAAB).

### 4.1 ACCOUNTS SECTION (QMCAAA)

The Accounts Section (QMCAA) is responsible for the oversight of adjudications and acts as the liaison between GSA and TSPs. This section is also responsible for processing checks and payments from TSPs as provided below:

- Creates protests for internal and contract auditors into TAMS;
- Processes all Notices of Overcharge and other documents mailed to TSPs;
- Processes payments from TSPs;
- Records, sorts, copies, and totals incoming checks;
- Applies payments to reconcile accounts;
- Records and totals all incoming checks;
- Mails checks directly to US bank, where they are deposited into the GSA account for collections; and
- Handles exceptions while recording payments.

### 4.2 **COLLECTIONS SECTION (QMCAAB)**

The Collections Section (QMCAAB) is responsible for processing bankruptcies, delinquent debts, unused airline tickets, the collection of monies, and other services as provided below:

- Initiates actions to collect debts owed to the U.S. Government for transportation overcharges;
- Provides protest- and claim-related information to the U.S. Department of Justice with bankruptcy issues, when requested;
- Processes unused/expired tickets;
- Electronically logs outstanding debts (Household Goods (HHGS) and freight shipment) from Third Party Payment Systems (TPPS);
- Generate reports;

### 5. AUDIT POLICY AND REVIEW BRANCH (QMCAB)

Audit Policy and Review Branch (QMCAB) is responsible for the maintenance of QMCA's electronic databases and systems of records. QMCAB associates educate federal agencies about the audit process and ensures that pre-payment audit laws and regulations are being followed. Additionally, QMCAB is involved in the audit appeals process, and oversees the following services:

- Maintains a repository containing copies of paper paid transportation bills as well as electronic payment records;
- Controls the flow of documents to and from federal agencies, contract auditors, and in-house personnel;
- Communicates with the external stakeholders via emails and United States Postal System (USPS) mail;
- Coordinates the procurement of all transportation audit and related support service contracts; prepares statements of work, performs on-site inspections, and serves as a liaison to commercial audit firms to monitor compliance and resolve any administrative problems.
- This is a description of the Audit Policy and Review branch operation/functionality. The functional requirements for which TAMS shall be built are provided in the FRD.
- Monitors federal agency compliance with pre-payment audit regulations, approved agencies' prepayment audit programs, coordinates in-house pre-payment audit activity, and issues reports detailing agency compliance;
- Prepares submissions in response to the Civilian Board of Contract Appeals;
- Develops audit policy;
- Provides guidance to industry participants concerning relevant regulations, policy, and procedure;
- Supports Government counsel in litigation;

• Maintains the documents, including tariffs, contracts, and special rate quotations for the transportation of freight and passengers by air, motor, rail, water, and other modes, in the enterprise document management system (EDMS).

### 6. DISPUTES RESOLUTION BRANCH (QMCAC)

Disputes Resolution Branch (QMCAC) is responsible for the examination of Government transportation payments, identification of any excess charges, and oversight of the document examination performed by Audit Contractors. These payments and documents are derived from the seven modes of transportation defined above. Associates within the Disputes Resolution Branch concentrate on one or more of the seven modes of transportation. The Disputes Resolution Branch provides the following audit services:

- Processes TSP claims and protests against the U.S. Government in response to audit actions, as well as claims for additional charges;
- Performs limited pre-payment audits for government agencies
- Provides oversight and quality control evaluation of GSA post-payment audit contractors;
- Notifies agencies of transportation management errors;
- Identifies and reports irregularities in excess freight and passenger charges;
- Provides technical advice and guidance regarding freight and passenger rates; and
- Serves as a liaison in resolving technical and administrative issues concerning freight and passenger transportation policies and procedures.

### 7. SCOPE OF THE APPLICATION

### 7.1 SYSTEM PLATFORM REQUIREMENTS

The new application solution shall be developed using latest cutting edge software and tools available in the FAS cloud platform. The contractor shall have the capabilities and experience developing solutions on cloud platforms. GSA recommends the following technologies and tools, which are available for use on the FAS cloud. GSA also requests recommendations from the offeror for alternate tools and techniques, which may support better and faster application development time, provide enhanced user experience and improve the overall quality of the TAMS application.

Cloud platform: Amazon Web Services (AWS),

User Interface: Angular 5; TypeScript, Java, NodeJS 6.1;

**Middleware:** Hibernate 5;

Back End: MySQL/PostgreSQL/R3

**Application Server: Tomcat** 

Operating System: Windows 2012 Server; Software: Java 8, Spring Boot, Restful Services; Reports, dashboard: Tableau, Microstrategy;

The list above may be updated and new software and tools added, if required.

### 7.2 SYSTEM FUNCTIONAL REQUIREMENTS

Please refer to the Functional Requirements Document included with the Request for Quote package for the list of system functional requirements.

### 8. AGILE DEVELOPMENT METHODOLOGY

The contractor shall follow the Scrum agile application development methodology for the implementation of Transportation Audit Management System (TAMS). Agile methodology shall enable frequent collaboration with GSA stakeholders and application development in iterations. The contractor shall follow leading practices for the agile development.

While collaborating with GSA, the contractor shall define a high-level plan for iterative development. The contractor shall accomplish the iteration outcomes for each iteration. Iterations shall be completed on a regular, predictable basis, which will be defined based on the awardee recommendation and GSA approval. At the end of each iteration, prioritized software requirements are agreed to for the next development iteration. It is expected that the understanding of the user requirements evolve with each iteration as the system/application continues to be developed. The contractor shall perform the specific tasks mentioned in the next section as part of the agile methodology and implementation.

Note that the government is open to making adjustments required to ensure efficiencies of using an Agile Methodology Framework.

The government will assign a product owner. There will not be any GSA developers, but GSA IT personnel shall act in an SME role and as liaison between the contractor and Transportation Audits division.

### 9. TASK 1 - MANAGEMENT SUPPORT

### 9.1 PROJECT MANAGEMENT

The Contractor shall manage the technical activities including but not limited to scope management, risk management, system design and configuration, unit testing, performance testing, and authority to operate (ATO) and deployment support activities.

### 9.2 STATUS REPORTS

The Contractor shall provide weekly project status updates for project stakeholders. The reporting formats for weekly and monthly status updates will be provided after project award. The weekly status report meetings require at a minimum, the GSA IT Asset and Transportation Management division director (product owner), program manager, COR; Contractor program manager; and others to be identified post award.

### 10. TASK 2 - PLANNING, ARCHITECTURE AND DESIGN

### 10.1 KICKOFF MEETING

The project kickoff meeting shall be conducted within 5 business days of Task Order award. The GSA CO will coordinate the kickoff meeting with the GSA project team and the Contractor.

### **10.2 AGILE DEVELOPMENT**

The Contractor shall update the TAMS project in an agile software tools such as Jira, and provide a traceability of requirements to scope of activities identified in the RFQ package. GSA will provide licenses for software required as part of the tech stack or in the GSA IT list of approved software.

#### 10.3 DESIGN

The Contractor shall design the system using leading-practice architecture and design principles (i.e., loosely coupled components, reuse design), review the design with GSA IT stakeholders, and document the design for each Agile Sprint, and develop system design documentation.

### **10.4 508 COMPLIANCE**

The system shall comply with Section 508 of the Rehabilitation Act. GSA currently has JAWS and AMP licenses for 508 compliance testing. The Contractor shall use the GSA licenses for testing.

### 11. TRAVEL

Travel is not anticipated during the performance of this SOW. However, video conferencing tools such as Google Hangouts, and Hangouts Meet are available for meetings.

### 12. TASK 3 – SYSTEM CONFIGURATION AND BUILD

### 12.1 SYSTEM CONFIGURATION

The Contractor shall develop/configure the following based on the system requirements.

- Platform
- Functional and non-functional (and business rules)
- Integration
- The system shall comply with the security guidelines provided by GSA.

### 12.2 CONFIGURATION MANAGEMENT PLAN

The contractor shall create a Configuration Management Plan (CMP). The CMP shall be delivered after project award at a time agreeable by the government and contractor.

### 13. TASK 4 - TESTING

#### 13.1 UNIT TESTING

The Contractor shall perform Unit Testing.

### 13.2 LOAD TESTING

The Contractor shall perform Load Testing to ensure system components are working correctly in the development and test environments. Load testing shall accommodate at least 1000 concurrent users. Concurrent users are currently estimated to be 500.

Data volumes are based on historical data.

### 13.3 PERFORMANCE TESTING

The Contractor shall perform the Performance Testing to ensure system components are working correctly in different circumstances. The contractor shall develop test plans, test cases and scripts and document test results for the Unit Testing, Load Testing, and Performance Testing. Response time shall not exceed 3 seconds.

### 13.4 FUNCTIONAL/SYSTEM TESTING

The Contractor, GSA and stakeholders shall perform the functional/system testing, regression testing, integration testing, and user acceptance testing to ensure the application is working per the requirements.

### 13.5 REGRESSION TESTING

The Contractor, GSA and stakeholders shall perform regression testing to ensure the application is working per the requirements.

### 13.6 INTEGRATION TESTING

The Contractor, GSA and stakeholders shall perform integration testing with internal and external stakeholders to ensure the application is working per the requirements.

### 13.7 USER ACCEPTANCE TESTING (UAT)

The Contractor shall participate in user acceptance testing to ensure the application solution is available for user testing. GSA shall identify the UAT participants, and the contractor shall set up the appropriate user accounts and access for testing.

### 13.8 RESOLUTION OF FAILED TESTS

The Contractor shall analyze and resolve system configuration issues, and perform bug fixes for failed tests within the scope of this SOW.

### 14. TASK 5 – SYSTEM DEPLOYMENT

### 14.1 DEPLOYMENT PLAN

The Contractor shall develop a deployment plan that outlines:

- Assumptions/dependencies/constraints of the system and the operational environment
- Operational readiness of the system including a deployment diagram, environmental requirements, assessment of system readiness.
- The roll-out process especially if it is a phased process
- System documentation such as user manuals, critical data needs, system administration manual
- Transition to current help desk Tier 1 and Tier 2 personnel, and current Tier 3 help desk personnel consisting of current operations and maintenance personnel
- The Contractor shall execute the deployment plan and support the deployment of the application to production environment by working with GSA IT.

### 14.2 SYSTEM ADMINISTRATION GUIDE

The contractor shall provide the system administration guide to the GSA IT Tier 3 team responsible for the operations of TAMS.

### 14.3 OPERATIONS MANUAL

The contractor shall develop an operations manual including operation procedures, data and database administration, IT support operations scripts if any, frequently asked questions (FAQs), startup and shutdown scripts, and contact list.

### 14.4 CONTINUOUS INTEGRATION AND CONTINUOUS DEPLOYMENT

This requirement is removed from the SOW because the GSA FAS cloud team will be setting up the CI/CD environment. More details will be provided post award.

### 15. TASK 5A - DATA MIGRATION

Successful data migration is extremely important and essential towards maintaining business continuity for the Transportation Audits division. The Contractor shall migrate data from the existing systems (e.g., TARPS, ARTS) to the new TAMS application database and/or data store (e.g., EDMS), and make the data available in (TAMS). The Contractor shall perform the extraction, data conversions, and loading of data to the new data store. The Contractor shall migrate business transaction data from the last ten years from TARPS and ARTS to TAMS. The Contractor shall write scripts to migrate the data, as required. After the data migration, the Contractor shall ensure that TAMS is able to process business transactions migrated from the old system (TARPS), and manage existing documents related to Transportation Audits stored in EDMS (Alfresco). The Contractor shall provide a report of the data migration validation per the schedule that shall be developed post award.

Prior to data migration, GSA shall provide the number and types of records that will be migrated from the production system to the applicable environment (development, test, production). The contractor shall document record counts along with reports listing details of the migrated data to ensure that data from the old system matches the data in TAMS post migration. Maintaining data integrity is extremely important, thus a 100% percent accuracy regarding data migration is expected at all times. GSA IT along with Transportation Audits division will perform visual inspections of the migrated data, either via the details provided on reports created during data migration, or via the TAMS application.

TARPS and ARTS are in-house developed applications. EDMS is currently deployed using Alfresco and is managed by a separate GSA team and will not be replaced. TAMS will need to integrate with EDMS to store and retrieve documents.

Entire DB schemas required for migration will be provided post award. Please refer to the data volumes listed in the SOW (32 DATA VOLUMES) for historical data counts (may differ from actual counts at the time of migration).

Data available in the legacy applications DB is considered clean and shall be available for data migration. The contractor shall be responsible for data mapping and transformation and load to the new application's data store.

Relationships across data are available and will be provided in the data schema post award.

Data migration shall be required only for the two systems being replaced i.e., TARPS, ARTS. There is no migration required for the documents stored in EDMS. The new application will interface with EDMS to store and retrieve existing documents.

Migrated data may have different data types from the application where it is housed today. Though the data types are not intended to exactly match, the underlying data may require transformation prior to the load process into the new data store.

GSA requires an audit trail to be maintained that contains the changes, when, and by whom.

GSA does not plan to include data standards (e.g., International Organization for Standardization (ISO) standards for storing audit data) as part of the requirements that must be implemented.

### 16. DATA VOLUMES

Data volumes are based on historical data. Concurrent users are currently estimated to be 500. The current system does not allow for any provisions for uploads/downloads.

### 16.1 SYSTEM-SPECIFIC DATA VOLUMES

	TARPS Data Volumes			
High-level Data Element Description		Volume		
Invoice	Invoice captures service providers, service consumers, services, and mode of transportation, rates and other supporting information.	2,219		
Notice of Overcharge (NOC)	The NOC captures the overcharge information on a bill; it captures the auditor, document reference number, agency location and other information.	2,521,648		
Payment	The element captures payments in different scenarios.  1) From TSPs in response to NOCs  2) As a result of bankruptcy from TSPs through collections  3) As a result of delinquency from TSPs  4) From deduction actions for receivables	899,616		
Voucher	Voucher element describes and authorizes the payment of a liability to a supplier.	258		

	TARPS Data Volumes			
High-level Data Element	Description	Volume		
Protest	Protest captures the amount claimed to be due to the Government, basis for the protest, contractor code, TSP's SCAC, Document Reference Number, Date of Protest, and other supporting documentation.	336,466		
Claim	Claim captures a request submitted by TSPs for an amount due as a result of collection of a NOC or unpaid/disputed transportation charges. It includes the amount of claim, if any deducted or offset amount, previously refunded amount by TSPs. The claims can be doubtful claims or reclaims.	24,419		
Offset	Offset captures the NOC information including overcharge amount, mode of recapture of funds, funds recaptured and other supporting information.	96,897		
Refund	Refund captures the refund amounts to TSPs when there have been overpayments or duplicate payments provided to GSA.	2,247		
Appeal*	Appeal captures the reason for the appeal, notice of appeal and other supporting information. *Process performed outside TARPS	0		

	ARTS Data Volumes			
S No	Table Name	Volume		
1	Agency	1083		
2	Agencycodexref	1475		
3	Artsdata	11,081		
4	Artsdataold	80,889		
5	Drndata	214,254		
6	Stagingtable	214,254		
	Total Data Size	112 MB		

EDMS Data Volumes			
File Type	Document Count	File Size (Bytes)	File Size (GB)
MS Excel Spreadsheet	197	2,323,714,950	2.1641
XML	3	1,277,555	0.0012
Text Report Format	1,157	56,848,507	0.0529
MS Word Document	21	2,281,249	0.0021
Internal XML	2	4,217	0.0000
Rich Text Format	567	374,762	0.0003
Lotus Notes Document	2	69,458	0.0001
PDF	83,963	21,679,276,874	20.1904
Image File Format	493	1,880,045	0.0018
TOTAL* *As of 6/20/17	86,405	24,065,727,617	22.4130

### 16.2 ADDITIONAL HIGH-LEVEL DATA VOLUMES

The numbers provided are a snapshot in time, and are to be used for reference only (comprised of 10 years' worth of data). The counts increases based on the business activities.

Receivables: 2.57 million records
Payment: 1.08 million records
TARPS system users: 290

USER-SCAC: 5148Carriers/TSPs: 5006Claims: 25,255 records

• Document Reference Numbers (DRNs) (active): 53,026

• Agency Location Codes (ALCs): 1,422

• Forms: 7931, 7932-33 and SF 1047 (TSP claim forms disputing overcharges): 25,365

### 17. TASK 6 – QUALITY ASSURANCE (QA)

Quality Assurance is a required and vital aspect for all requirements in this SOW. FAR Part 46 describes the responsibilities of both the Government and the Contractor to ensure the quality of the services to be provided to the Government.

In compliance with clause 52.246-4 Inspection of Services - Fixed Price, the contractor shall provide to the CO and to the COR a Quality Control Plan (QCP). This plan is due post award at a time agreeable between GSA and the awardee. The COR shall notify the contractor of acceptance or required modifications (see the QASP section of this SOW). The QCP shall include the following minimum requirements:

- description of the inspection system to cover all services and deliverables. The description shall include specifics as to the areas to be inspected on both a scheduled and unscheduled basis, and frequency of inspections.
- description of the methods to be used for identifying and preventing defects in the quality of service performed.
- description of the records to be kept to document inspections and corrective or preventive actions taken.
- all records of inspections performed shall be retained and made available to the Government upon request throughout the Task Order performance period, and for the period after Task Order completion, until final settlement of any claims under this contract.

The Government shall regularly evaluate the contractor's performance. The COR shall evaluate the contractor's performance through inspections of deliverables identified in this SOW; note that it is the contractor's responsibility to ensure adherence to the submitted QCP to ensure acceptable performance under the Task Order. The Government may inspect each task as completed or increase the number of quality control inspections if deemed appropriate because of repeated failures discovered during quality control inspections or deliverables. Likewise, the Government may decrease the number of quality control inspections if merited by performance. The CO shall make final determination of the validity of COR complaint(s) in cases of disagreement between the contractor and the COR.

### 18. PERFORMANCE AND QUALITY STANDARDS

### The Contractor shall:

- Develop the application using the latest modernization tools and techniques to deliver the TAMS application that meets the requirements.
- Ensure the application is operable using the GSA-approved desktop and server software. Ensure and test that the application remains compatible with GSA-designated desktop operating systems (Microsoft Windows), and internet browsers including Internet Explorer, Google Chrome, and Edge (the versions will be defined after Task Order award).
- Ensure the application remains optimally operational following industry best practices of design and technical operating environments. The Contractor may recommend to Government-designated support teams, technical configurations that may optimize performance, availability, and/or stability; However, the Contractor shall ensure the application is optimally available given the architecture, toolsets, configurations and resources available within the GSA.
- During the performance of this Task Order, notify the Government of recommended hotfixes or end-of-life dates to the operating system, middleware, database or supporting technical platforms (including patches) impacting the usability or having an impact on the application development. Contractor shall be responsible for coordinating with the government to ensure components of the application will be upgraded, if required, prior to the end of this contract.
- Ensure the application remains operable following changes to the environment where the application resides. The application will optimally perform with these patches in accordance to IT Security Policy and prior to Government-designated published update cycles. The environment change may result from a change in business rules or processes, government policies, and software and hardware platforms.
- Maintain configuration management structure and environment as established by GSA.
- Maintain ticket system interface for bugs, future requirements, and questions can be submitted.
- Defined protocol for responding to bugs and questions.
- Identify project issues and actions requiring further coordination.
- Provide system subject matter expertise, as and when required.
  - Ensure applications are tested under "real world" loads and scenarios to maintain optimal average "page load time" for each page in the application and "% of slow pages" for average of entire application.
- The Contractor shall recommend configuration settings to optimize infrastructure and shall modify application code or queries to meet the government performance targets.

- Prepare release packages and documentation based on the maintenance release plan and strategy.
- o Support deployment of the release into all environments including production.

The Government shall create a Quality Assurance Surveillance Plan (QASP) for internal surveillance purposes, which will be updated at the sole discretion of the Government. As the Government views this document as internal guidance for quality assurance as per FAR Subpart 46.4, it may change at any time without notification to the contractor. However, as per FAR 46.407, the CO has the authority to reject services not conforming in all respects to Task Order requirements.

The Quality Assurance Surveillance Plan (QASP) provides a systematic method to evaluate performance. This QASP explains the following:

- Deliverable or Required Service(s).
- Performance Standard(s).
- Acceptable Quality Level (AQL).
- Method of surveillance.

The QASP does not detail how the contractor accomplishes the work. Rather, the QASP is created with the premise that the contractor is responsible for management and quality control actions to meet the terms of the Task Order It is the Government's responsibility to be objective, fair, and consistent in evaluating performance. In addition, the QASP should recognize that unforeseen and uncontrollable situations may occur.

QASP: All deliverables or required services in the table below must be accepted by GSA.

Deliverable or Required Service(s)	Performance Standard(s)	Acceptable Quality Level (AQL)	Method of Surveillance
Coordinate a project kickoff meeting.	The Contractor shall attend a Project Kick-Off Meeting at a location approved by GSA. The meeting will include introductions between the Contractor personnel and GSA personnel who will be involved with this SOW	Satisfactory: Post-Award Meeting held at location specified (virtual attendance is acceptable) within 7 business days or Unsatisfactory: Meeting not scheduled within the time period specified.	100% Inspection
Provide Kick-Off meeting notes and action items.	The Contractor shall provide Kick-Off meeting notes and action	Satisfactory: Meeting notes and action items accurately depict what was	100% Inspection

Deliverable or Required Service(s)	Performance Standard(s)	Acceptable Quality Level (AQL)	Method of Surveillance
	items to the COR and PM via email within 2 business days of the meeting.	discussed and delivered on time.  Unsatisfactory: Notes are not complete or not delivered on time.	
Service Level Agreements Updated to final, if required	Service Level Agreements shall be updated to final, if required, 5 business days after government comments from the kick-off meeting.	Satisfactory: The SLAs are met and tickets are accurately updated based on GSA's feedback and delivered on time. Unsatisfactory: SLAs do not reflect comments and are not delivered on time.	100% Inspection
Prepare Monthly Status Report (MSR)	The Contractor shall provide a MSR, by the tenth of each month via e-mail to the Government Project Manager (PM), Technical Point of Contact (TPOC) and the COR.	Satisfactory: Provide MSR by the 10 <sup>th</sup> of the month to the COR, PM, and TPOC PM via email. Unsatisfactory: MSR not received or received after agreed-upon day.	100% Inspection
Convene Monthly Status Report Meetings	The Contractor shall convene monthly Status Report Meetings with the Government PM, TPOC, COR, and other government stakeholders to be identified by GSA by the 15 <sup>th</sup> of the month.	Satisfactory: Weekly Activity Report meetings are scheduled and conducted on time. Unsatisfactory: Contractor does not schedule or conduct the monthly meetings.	Random Inspection
Provide minutes of the monthly status report meetings.	The Contractor shall provide minutes of the monthly status report meetings including attendance, issues discussed, decisions made, and action items assigned, to the COR within two business days following the meeting.	Satisfactory: Monthly Meeting Minutes are accurate and delivered on time. Unsatisfactory: Contractor provides incomplete notes or the notes are not delivered on time.	Random Inspection

Deliverable or Required Service(s)	Performance Standard(s)	Acceptable Quality Level (AQL)	Method of Surveillance
Project Management Plan (PMP). May include Quality Control Plan and Quality Assurance Plan as sections in the PMP.	The initial version of the PMP is due with the RFQ.  After award, GSA will identify questions/concerns and also update with GSA-required information (e.g., GSA organization), and return to the awardee for updates. The final is due required 45 days after award.	Satisfactory: The PMP is updated with the Government comments and delivered on time.  Unsatisfactory: The PMP is not updated correctly or is not delivered on time.	100% Inspection
Project Management Plan (PMP) Update	The Contractor shall update the PMP, if required, no less than 45 business days before the end of each base and option Task Order period.	Satisfactory: The PMP is updated, if required and delivered on time. Unsatisfactory: The PMP should be updated or it is not delivered on time.	100% Inspection
Project Schedule	4 weeks from date of award and biweekly thereafter	Satisfactory: The project schedule is updated when required and delivered on time.  Unsatisfactory: The schedule is not updated or it is not delivered on time.	Random Inspection
Risk Management Plan	30 days after Task Order award and updated as required per the Plan.	Satisfactory: The Risk Management Plan is updated when required and delivered on time. Unsatisfactory: The Risk Management Plan is not updated or it is not delivered on time.	100% Inspection
System Design Document (SDD)	Updated at the end of every sprint cycle (typically every 4 or 5 weeks). Final version due at the end of all sprint cycles.	Satisfactory: The SDD is created and updated per the Agile schedule, and accepted by the COR. Unsatisfactory: The SDD is not created or updated	Random Inspection

Deliverable or Required Service(s)	Performance Standard(s)	Acceptable Quality Level (AQL)	Method of Surveillance
		per the Agile schedule, or is not accepted by the COR.	
Working code and the system	At the end of every sprint cycle. Dates TBD at the beginning of each sprint.	Satisfactory: The working code is delivered to the GSA repository at the end of each sprint. Unsatisfactory: The working code is not delivered at the end of each sprint or the code delivered was not working.	Random Inspection
Configuration Management Plan	The CM Plan shall be delivered after project award at a time agreeable by the government and contractor.	Satisfactory: The CM Plan is delivered on time and accepted by the government. Unsatisfactory: The CM Plan is not delivered on time or not accepted by the government.	Random Inspection
Test Plan	Initial version due 30 days after award with updates due 4 weeks from the beginning of each sprint cycle.	Satisfactory: The Test Plan is created when required and delivered on time. Unsatisfactory: The Test Plan is not created updated or it is not delivered on time.	Random Inspection
Test Results Report	Due 1 week prior to end of each sprint.	Satisfactory: The Test Results Report is complete and delivered on time. Unsatisfactory: The Test Results Report is not complete or not delivered on time.	Random Inspection
System Deployment Plan	Initial version will be due 45 days after Task Order award.	Satisfactory: The System Deployment Plan is updated when required and delivered on time. Unsatisfactory: The System Deployment Plan is not updated or it is not	100% Inspection

Deliverable or Required Service(s)	Performance Standard(s)	Acceptable Quality Level (AQL)	Method of Surveillance
		delivered on time.	
System Administration Guide	45 days before final deployment date.	Satisfactory: System Administration Guide is delivered on time. Unsatisfactory: The System Administration Guide is not updated or it is not delivered on time.	100% Inspection
System Operations Manual	30 days before final deployment date	Satisfactory: The System Operations Manual is delivered on time. Unsatisfactory: The System Operations Manual is not updated or it is not delivered on time.	100% Inspection
Training Documentation	60 days prior to the final deployment date.	Satisfactory: The Training Documentation is delivered on time. Unsatisfactory: The Training Documentation is not delivered on time.	100% Inspection
Data Migration Plan	Initial plan 90 days after Task Order award	Satisfactory: The Data Migration Plan is delivered on time. Unsatisfactory: The Data Migration Plan is not delivered on time.	100% Inspection
Data migration scripts	TBD per the project schedule	Satisfactory: The Data migration scripts are delivered on time. Unsatisfactory: The Data migration scripts are not delivered on time.	Random Inspection
Data migration validation report	5 days after initial test	Satisfactory: The Data migration validation report is delivered on time. Unsatisfactory: The Data migration validation report is not delivered on time.	100% Inspection

Deliverable or Required Service(s)	Performance Standard(s)	Acceptable Quality Level (AQL)	Method of Surveillance
Data migration plan, scripts, validation report completion	7 days before deployment date	Satisfactory: Data migration plan, scripts, validation report completion is delivered when required. Unsatisfactory: Data migration plan, scripts, validation report completion is not delivered when required.	Random Inspection
System Security Plan (SSP)	TBD per the project schedule	Satisfactory: The SSP is delivered when required per the project schedule, and accepted by the Information System Security Officer (ISSO) Unsatisfactory: The SSP is not delivered when required per the project schedule, and not accepted by the Information System Security Officer (ISSO)	100% Inspection
Security Assessment Plan (SAP)	TBD per the project schedule	Satisfactory: The SAP is delivered when required per the project schedule, and accepted by the Information System Security Officer (ISSO) Unsatisfactory: The SAP is not delivered when required per the project schedule, and not accepted by the Information System Security Officer (ISSO)	100% Inspection
Security Assessment Report (SAR)	TBD per the project schedule	Satisfactory: The SAR is delivered when required per the project schedule, and accepted by the Information System Security Officer (ISSO) Unsatisfactory: The SAR is not delivered when required per the project schedule, and not accepted	100% Inspection

Deliverable or Required Service(s)	Performance Standard(s)	Acceptable Quality Level (AQL)	Method of Surveillance
		by the Information System Security Officer (ISSO)	
Privacy Threshold Assessment (PTA)	TBD per the project schedule	Satisfactory: The PTA is accepted when required per the project schedule, and accepted by the Information System Security Officer (ISSO) Unsatisfactory: The PTA is not accepted when required per the project schedule, and not accepted by the Information System Security Officer (ISSO)	100% Inspection
Federal Information Processing Standards (FIPS) 199	TBD per the project schedule	Satisfactory: The FIPS 199 is followed when required per the project schedule, and accepted by the Information System Security Officer (ISSO) Unsatisfactory: The FIPS 199 is not followed when required per the project schedule, and not accepted by the Information System Security Officer (ISSO)	100% Inspection
e-Authentication Assurance Level	TBD per the project schedule	Satisfactory: The e- Authentication Assurance Level is satisfied and accepted by the Information System Security Officer (ISSO) Unsatisfactory: The e- Authentication Assurance Level is not satisfied or accepted by Information System Security Officer (ISSO)	
Interconnection Security Agreement(s) (ISAs)/Memoranda of Understanding (MOAs)	TBD per the project TBD	Satisfactory: The contractor supports the ISSO to complete the ISA/MOA when requested per the project schedule.	100% Inspection

Deliverable or Required Service(s)	Performance Standard(s)	Acceptable Quality Level (AQL)	Method of Surveillance
		Unsatisfactory: The contractor does not support the ISSO to complete the ISA/MOA when requested per the project schedule.	
Control Tailoring Workbook (CTW)	TBD per the project schedule	Satisfactory: The contractor supports the ISSO when requested, and information is provided/delivered when required per the project schedule and accepted by the Information System Security Officer (ISSO) Unsatisfactory: The CTW is not delivered when required per the project schedule, and not accepted by the Information System Security Officer (ISSO)	100% Inspection
Control Summary Table (based on FIPS 199 Categorization	TBD per the project schedule	Satisfactory: The Control Summary Table is delivered when required per the project schedule, and accepted by the Information System Security Officer (ISSO) Unsatisfactory: The Control Summary Table is not delivered when required per the project schedule, and not accepted by the Information System Security Officer (ISSO)	100% Inspection
Contingency Plan with Business Impact Analysis (CP/BIA)/Contingency Plan Test Report	TBD per the project schedule	Satisfactory: The (CP/BIA)/Contingency Plan Test Report is delivered when required per the project schedule, and accepted by the Information System Security Officer (ISSO) Unsatisfactory: The (CP/BIA)/Contingency	100% Inspection

Deliverable or Required Service(s)	Performance Standard(s)	Acceptable Quality Level (AQL)	Method of Surveillance
		Plan Test Report is not delivered when required per the project schedule, and not accepted by the Information System Security Officer (ISSO)	
Incident Response Plan (IRP/ Incident Response Plan Test Report	TBD per the project schedule	Satisfactory: The Incident Response Plan (IRP/Incident Response Plan Test Report is delivered when required per the project schedule, and accepted by the Information System Security Officer (ISSO) Unsatisfactory: The Incident Response Plan (IRP/Incident Response Plan Test Report is not delivered when required per the project schedule, and not accepted by the Information System Security Officer (ISSO)	100% Inspection
Continuous Monitoring Plan (if applicable)	TBD per the project schedule		
Code Review Report	TBD per the project schedule	Satisfactory: The Code Review Report is delivered when required per the project schedule, and accepted by the Information System Security Officer (ISSO)	100% Inspection

Deliverable or Required Service(s)	Performance Standard(s)	Acceptable Quality Level (AQL)	Method of Surveillance
		Unsatisfactory: The Code Review Report is not delivered when required per the project schedule, and not accepted by the Information System Security Officer (ISSO)	
Federal Information Security Modernization Act (FISMA)	TBD per the project schedule	satisfactory: The FISMA is followed and applied to the application/project when required per the project schedule, and accepted by the Information System Security Officer (ISSO) Unsatisfactory: FISMA is not followed and not applied to the application/project when required per the project schedule, and accepted by the Information System Security Officer (ISSO)	100% Inspection
Plan of Action and Milestones (POA&M)	TBD per the project schedule	Satisfactory: The POA&M is delivered when required per the project schedule, and accepted by the Information System Security Officer (ISSO) Unsatisfactory: The POA&M is not delivered when required per the project schedule, and not accepted by the Information System Security Officer (ISSO)	100% Inspection
Authorization To Operate (ATO)	TBD per the project schedule	Satisfactory: The ATO is approved when required per the project schedule, and accepted by the Information System Security Manager and application owner.	100% Inspection

Deliverable or Required	Performance	Acceptable Quality Level (AQL)	Method of
Service(s)	Standard(s)		Surveillance
		Unsatisfactory: The ATO is not approved when required per the project schedule, and not accepted by the Information System Security Manager and application owner.	

### 19. TASK 7 – TRAINING

The contractor shall create a comprehensive training document covering all the system operations areas and system manuals; and make updates to Standard Operating Procedures (SOPs) to accommodate changes as a result of the new system implementation.

The GSA QMCA will develop the training content for train-the-trainer and coordinate with the contractor to get access to information (e.g., screenshots of the system) related to the system for preparing the training content.

### 20. TASK 8 – APPLICATION MAINTENANCE AND OPERATIONS

Operations and Maintenance for this development effort is 60 days post production implementation.

#### 20.1 OPERATIONS

The contractor shall perform operations and maintenance for the developed application 60 days post production (warranty period) implementation. This O&M activity also includes training the GSA O&M team with and working side-by-side on O&M activities.

GSA's O&M team will perform application specific activities and changes. The GSA FAS Cloud team will perform the security/network/infrastructure layer-related activities.

### 21. SERVICE LEVEL AGREEMENTS

The contractor shall maintain the application as per the service levels based on the priorities and impacts identified in the table below for the duration of 60 days post production implementation. The SLA's apply to the core business hours only.

### SERVICE LEVELS DEFINE "ADDRESSED"

Priority	Impact	Examples	Contractor's Response Time
1 -	Service outage or a	TAMS is not available or	The outage should be addressed within 1 hour and a solution
Critical	major application	the application does not	
	problem making	save the data correctly	should be provided within 3
	TAMS impossible to		HOURS.
	use		
2 - Major	Large numbers of	Slow application response	The service issues should be
	users are impacted and	time; session timeouts;	addressed within 3 hours and s
	no work-arounds exist.	some application	solution should be provided
		functionality is not	within 5 hours.
		working.	
3 -	Impact on a small or	Minor functionality is	The service issues should be
Ordinary	large number of user	broken and the application	addressed within 24
	base, but work-	is still usable	hours and a solution should be
	arounds exists.		provided within 48 hours.
4 - Low	No impact on users	A request for a new feature	The request should be
	_	or a functionality	addressed as part of application
		-	enhancement release schedule.

- The contractor shall work to resolve issues in production until the application is working as designed following the agile methodology within 60 days post production implementation.
- The contractor shall identify application, platform deficiencies to assess potential impact to the ongoing maintenance and operational environment, and recommend mitigation strategies to reduce/eliminate the deficiencies.
- The contractor shall provide recommendations for the application enhancements to enhance the ease of use, operational availability and/or reduce maintenance requirements.
- As appropriate, the contractor shall participate in discussions with organizations that provide integration support.
- The contractor shall create the system operations manuals and documents to enable operational availability and user support in normal circumstances and in the event of failure or disasters.

### 22. TASK 9 – ONLINE HELP AND HELP DESK SUPPORT

The contractor shall provide the content for Online Help and the Help Desk personnel to perform Tier 1 and Tier 2 services. The requirement is to provide TAMS training for the existing GSA Help Desk.

Task 9 will not be weighted more than the approaches for the rest of the tasks when performing evaluation criteria trade-off.

### 22.1 FUNCTIONAL HELP

The contractor shall provide Help including appropriate functional help for user roles for which the webpage has access. The functional help includes, but not limited, to:

- Instructions for initializing, resetting, or unlocking the user's password and challenge questions;
- Frequently Asked Questions (FAQs);
- Online training materials including user specific configurations and policies; and
- Context-sensitive help.

### 22.2 TIER 3 HELP DESK SUPPORT

For issues that cannot be resolved by Tier 1 and Tier 2 Help Desk personnel, the Contractor shall provide Tier 3 customer support up to 60 days post implementation.

After the warranty period, the GSA O&M team will be responsible for Tier 3 support.

Training requirements are identified in SOW 17.1 Operations and Maintenance Warranty Period: The contractor shall perform operations and maintenance for the developed application 60 days post production (warranty period) implementation. This O&M activity also includes training the GSA O&M team with and working side-by-side on O&M activities.

### 23. TASK 10- SECURITY COMPLIANCE

Contractors entering into an agreement for services to the General Services Administration (GSA) and/or its Federal customers shall be contractually subject to all GSA and Federal IT Security standards, policies, and reporting requirements. The Contractor shall meet and comply with all GSA IT Security Policies and all applicable GSA and NIST standards and guidelines, other Government-wide laws and regulations for protection and security of Information Technology. See SOW 20.1 IT Security Requirements & Attachment A1 IT Security Policy.

There is no defined timeframe for the ATO, but the ATO must be approved and in place before TAMS can be deployed to production.

IT Security Procedural Guide: Security and Privacy Requirements for IT Acquisition Efforts CIO-IT Security-09-48, Section 2.4 states "The Contractor shall comply with Assessment and Authorization (A&A) requirements as mandated by Federal laws and policies, including making available any documentation, physical access, and logical access needed to support this requirement. The Level of Effort for the A&A is based on the System's NIST Federal Information Processing Standard (FIPS) Publication 199 categorization."

### 23.1 IT SECURITY REQUIREMENTS

Contractors are required to comply with Federal Information Processing Standards (FIPS), the "Special Publications 800 series" guidelines published by NIST. Federal Information Processing Standards (FIPS) publication requirements are mandatory for use. NIST special publications (800 Series) are guidance, unless required by a FIPS publication, in which case usage is mandatory.

- FIPS PUB 199, "Standards for Security Categorization of Federal Information and Information Systems"
- FIPS PUB 200, "Minimum Security Requirements for Federal Information and Information Systems"
- FIPS PUB 140-2, "Security Requirements for Cryptographic Modules"
- NIST Special Publication 800-18 Revision 1, "Guide for Developing Security Plans for Federal Information Systems"
- NIST Special Publication 800-30 Revision 1, "Guide for Conducting Risk Assessments"
- NIST Special Publication 800-34 Revision 1, "Contingency Planning Guide for Federal Information Systems"
- NIST Special Publication 800-37 Revision 1, "Guide for Applying the Risk Management Framework to Federal Information Systems: A Security Lifecycle Approach"
- NIST Special Publication 800-47, "Security Guide for Interconnecting Information Technology Systems"
- NIST Special Publication 800-53 Revision 4, "Security and Privacy Controls for Federal Information Systems and Organizations"
- NIST Special Publication 800-53A Revision 4, "Assessing Security and Privacy Controls in Federal Information Systems and Organizations: Building Effective Assessment Plans"

### **Safeguarding Sensitive Data and Information Technology Resources**

- (a) In accordance with FAR 39.105, this section is included in the contract.
- (b) This section applies to all who access or use GSA information technology (IT) resources or sensitive data, including awardees, Contractors, subcontractors, lessors, suppliers and manufacturers.
- (c) The GSA policies as identified in paragraphs (d), (e) and (f) of this section are applicable to the contract. These policies can be found at http://www.gsa.gov/directives or https://insite.gsa.gov/directives.
- (d) All the GSA policies listed in this paragraph must be followed.
- (1) CIO P 1878.2A Conducting Privacy Impact Assessments (PIAs) in GSA
- (2) CIO P 2100.1 GSA Information Technology (IT) Security Policy
- (3) CIO P 2180.1 GSA Rules of Behavior for Handling Personally Identifiable Information (Pll)
- (4) CIO 9297.1 GSA Data Release Policy
- (5) CIO 9297.2B GSA Information Breach Notification Policy
- (e) All of the GSA policies listed in this paragraph must be followed, when inside a GSA building or inside a GSA firewall.
- (1) CIO P 2100.2A GSA Wireless Local Area Network (LAN) Security
- (2) CIO 2100.3C Mandatory Information Technology (IT) Security Training Requirement for Agency and Contractor Employees with Significant Security Responsibilities
- (3) CIO 2104.1A GSA Information Technology IT General Rules of Behavior
- (4) CIO 2182.2 Mandatory Use of Personal Identity Verification (PIV) Credentials
- (5) ADM P 9732.1 D Suitability and Personnel Security
- (f) The GSA Policies listed in this paragraph must be followed. The contractor shall assume that all policies are applicable unless otherwise stipulated by the GSA Office of the Chief Information Security Officer.
- (1) \_ CIO 2102.1 Information Technology (IT) Integration Policy
- (2) \_CIO 2105.1 C GSA Section 508: Managing Electronic and Information Technology for Individuals with Disabilities
- (3) CIO 2106.1 GSA Social Media Policy
- (4) \_CIO 2107.1 Implementation of the Online Resource Reservation Software
- (5) \_ CIO 2108.1 Software License Management
- (6) \_ CIO 2160.29 GSA Electronic Messaging and Related Services
- (7) CIO 2160.4A CIO Provisioning of Information Technology (IT) Devices
- (8) CIO 2162.1 Digital Signatures
- (9) CIO P 2165.2 GSA Telecommunications Policy
- (g) The Contractor and subcontractors must insert the substance of this section in all subcontracts.

### 24. DELIVERABLE ITEMS/ACCEPTANCE

All deliverables/reports must contain appropriate executive summary, tables of contents, sections, and appendices necessary to communicate to GSA Executive levels. The Government will review and provide comments on each of the deliverables within 10 (TEN) business days of receipt of the deliverable or the time agreed upon by the Contractor and GSA. The Government shall provide the Contractor with written acceptance or rejection (with specified reasons). The Contractor shall be allowed one re-submission of deliverables. If the resubmission is rejected, the GSA CO will arbitrate a resolution.

Monthly Status Report. The monthly status report shall include a summary of events, tasks and personnel involved as well as a financial summary of funding obligated, expended and balance remaining for the fiscal year. The report shall be due to the CO and COR not later than the 15th calendar day of every month unless the 15th is a weekend or holiday. If this is the case, the report will be due the next business day. The report shall be sent via e-mail to the COR and CO.

Weekly Progress Report. The weekly progress report shall be submitted to the COR, GSA IT and QMCA by COB each Wednesday. The weekly progress report shall include a summary of the activities performed in the prior week, activities planned for the upcoming week, and any identified needs for project plan updates that require GSA IT Management approval.

### 25. DELIVERABLES

The deliverables are incorporated into the QASP table.

### **25.1** Security Documentation

The security documents are incorporated into the QASP table. The Contractor shall work with the GSA Information System Security Officer (ISSO) to complete all documents at a schedule to be determined after Task Order award. All documents must be reviewed and approved by the GSA Information System Security Manager (ISSM).

### 25.2 PLACE OF DELIVERY

Unclassified deliverables or correspondence shall be delivered to the CO at the following address (only if electronic delivery is not available or otherwise specified by the CO and COR):

GSA/OAS
Office of Internal Acquisition (OIA)
ATTN: Vivian Fields
1800 F Street

Washington, DC 20405 Telephone: 202-501-1741 Email: Vivian.fields@gsa.gov

Copies of all deliverables shall also be delivered to the COR at the following address:

**GSAIT** 

ATTN: Vickie Szewczyk, COR

1800 F Street NW

Washington, DC 20405 Telephone: 571-969-8734

Email: vickie.szewczyk@gsa.gov

### 26. PERIOD OF PERFORMANCE

Work shall be performed either at the GSA facility located at 1800 F St NW, Washington DC 20405, the contractor's work location or virtually (as per the telework agreement) within the Continental United States. Core hours (for the development team) will generally be between 8 AM through 4 PM Eastern Time, Monday through Friday (except Federal holidays). All contractor personnel assigned to this Task Order are expected to conform to GSA's normal operating hours.

The Period of Performance (PoP) will be consist of (1) base year and one (1) 6 month option period. The anticipated period of performance is as follows: Base Year: Task Order award date - Task Order award date + 12 months. Option Period 1: End of base year + 6 months

The intended scope of work for each period of performance is yet to be determined based on proposal responses from the contractors.

### 26.1 TELEWORK/OPERATING STATUS

In the event it becomes necessary for a contractor to be embedded at a GSA building to support ROW, this telework policy will be applied. GSA may temporarily allow Contractor employees working in an Agency worksite to be in telework status. The primary period may occur when the Office of Personnel Management (OPM) has issued an updated operating status announcement of "FEDERAL OFFICES ARE CLOSED – EMERGENCY AND TELEWORK-READY EMPLOYEES MUST FOLLOW THEIR AGENCY'S POLICIES."

A telework-ready Contractor is one providing services at a GSA agency worksite and the Contractor is:

- eligible to telework; and
- has the IT tools, equipment, and training necessary to telework.

Non-telework ready Contractors or when a Contractor chooses not to telework will be on leave without pay.

Telework-ready Contractors who are scheduled to perform telework or who are required to perform telework on a day when Federal offices are closed must telework the entire workday, take unscheduled leave, or a combination of both.

## 27. GOVERNMENT FURNISHED EQUIPMENT (GFE) AND GOVERNMENT FURNISHED INFORMATION (GFI)

Government Furnished Equipment (GFE) or Government Furnished Information (GFI) will be provided to the Contractor during the period of performance of the Task Order under the following conditions:

- a. Use of the GFE and GFI is for the sole purpose of completing the requirements of this contract
- b. The contractor employee has received a pre-favorable background investigation determination/adjudication; expected to result in a final favorable determination/adjudication, or
- c. The contractor employee has already received a final favorable background investigation determination/adjudication.

GFI typically will include documents produced or owned by the Government, including systems documentation, systems manuals, operational procedures, standards, specifications or guidelines governing development of deliverables, manuals and related materials.

Any hardware, software and supplies provided to the Contractor by the Government (GFE & GFI) remain the property of the Government or will be disposed of accordingly.

Note: GFE shall include a GSA-issued laptop. Access to the GSA network, whether direct or through other means, such as the GSA Virtual Private Network (VPN), is contingent upon each contractor employee having successfully received a pre- and final favorable background investigation.

#### 28. CONTRACTOR FURNISHED ITEMS AND SERVICES

Except for the GSA-laptop, the contractor shall furnish everything required to complete tasks required in this SOW.

#### 29. KEY PERSONNEL

The following Key Personnel Labor Categories identified in the ITDS BPA (or equivalent) must be proposed as part of your submission.

- a. Project Manager
- b. System Architect 2
- c. Software Engineer 3
- d. Database Administrator

One of the evaluation factors for Task Order award is the project management approach of which key personnel proposed shall be included. Accordingly, the Contractor shall assign key personnel whose resumes were submitted with the RFQ response for the performance of this Task Order. No substitution shall be made without prior notification to and the concurrence of the Contracting Officer in accordance with this requirement.

All proposed substitutes shall have qualifications equal to or higher than the qualifications of the person to be replaced. The Contracting Officer, COR, and Government PM shall be notified in writing of any proposed substitution at least thirty (30) calendar days, in advance of the proposed substitution. Such notification shall include: (1) an explanation of the circumstances necessitating the substitution; (2) a resume of the proposed substitute; (3) knowledge transfer plan from departing to new key personnel.

### 30. INSPECTION, DELIVERY AND ACCEPTANCE

All project deliverables shall be sent via e-mail to the Contracting officer, with a copy to the government project manager and Contracting Officer Representative (COR). In order to be accepted, all deliverables/reports shall contain appropriate executive summary, tables of contents, sections, and appendices necessary to communicate to GSA Executive levels the assessments and recommendations provided as part of the work performed under the task order.

Inspection and acceptance of each deliverables shall be performed by the COR. The COR will review and provide comments on each deliverable within (10) business days of receipt of the deliverable, per the project schedule, or within such other reasonable time frame as agreed upon by the Contractor and GSA, given the nature of the deliverable being reviewed. The Government

shall provide the Contractor with written acceptance or rejection (with reasons). The Contractor shall have ten (10) days to complete and deliver changes made as a response to the government's comments. The Contractor shall be allowed one re-submission of deliverable. The COR shall provide the Contractor with written acceptance or rejection (with reasons). If the re-submission is rejected, GSA's CO and the Contractor's representative will arbitrate a resolution.

#### 31. GLOSSARY

ACRONYM	DEFINITION
ARTS	Accounts Receivable Tracking System
CM	Configuration Management
СО	Contracting Officer
COR	Contracting Officer Representative
GSA	General Services Administration
HHGS	Household Goods
NOC	Notices of Overcharge
QA	Quality Assurance
QASP	Quality Assurance Surveillance Plan
QMCAA	Accounts and Collections Branch
QMCAB	Audit Policy and Review Branch
QMCAC	Disputes Resolution Branch
SDS	Service Delivery Summary
SRS	Software Requirements Specification
TARPS	Transportation Accounts Receivable Payable System
TPPS	Third Party Payment System
TSP	Transportation Service Providers
UAT	User Acceptance Testing

### 32. TYPE OF CONTRACT

This is a firm fixed price contract.

### 33. PRICING TEMPLATE

The pricing template for the contract base period of 12 months after date of award, and 6 months after base period ends is included in the RFQ package – See attachment TAMS Price Template.xls.

## 34. INSTRUCTIONS, CONDITIONS, AND NOTICES AND NOTICES TO OFFERORS

NOTE: OFFERORS SHALL NOT INCLUDE ANY PRICE DATA IN THE TECHNICAL QUOTE.

#### 34.1 GENERAL INSTRUCTIONS

Offerors shall furnish the information required by this RFQ. The following instructions are provided to assist the Offeror in understanding the information the Government needs in order to make an objective selection of the successful awardee for this task order. The quote submitted in response to this RFQ constitutes the basis for task order award. It will be advantageous to the Offeror to present an order proposal in a clear, concise manner and in terms understandable to those who may be unfamiliar with the Offeror's detailed internal processes for reasoning and decision-making.

#### 34.1 FORMAT FOR TECHNICAL PROPOSAL

The Technical Proposal must include the three (3) technical evaluation factors identified in the preceding section. The technical proposal must not exceed twenty (20) pages total inclusive of text and graphics. Text must be in a font equivalent to Times New Roman, Font 10 or larger. Graphics may be in a format as selected by the contractor. The Offeror pages exceeding the page limits may not be evaluated.

The Cover Page, Table of Contents, Table of Figures, Resumes and Past Performance are not counted towards the 20-page limit.

#### 34.2 FORMAT FOR PRICE PROPOSAL

The Price Proposal shall be a separate volume from the technical proposal. A written Price Proposal is required from each Offeror. The approach shall be simple, easy to read, and shall clearly and concisely describe any pricing or business factors that impact the requirements identified in the SOW. There is no page limit for the Price Proposal. It shall be submitted directly to the Contracting Officer at the same time as the Technical Proposal.

#### 35. EVALUATION FACTORS

Evaluation of quotes shall be based on the information provided. Therefore, the organization, clarity, accuracy of information, relevance, and completeness of the quote are of prime importance. The evaluation will be based upon the demonstrated capabilities of your company in relation to the needs of the effort as set forth in the SOW. The merits of the quote will be evaluated carefully, based upon responsiveness to the SOW. The quote will be evaluated for thoroughness and feasibility of the management approach, and past performance information of

contracts with similar requirements. The quote shall reflect a clear understanding of the nature of the work being undertaken.

### 35.1 ADJECTIVAL RATINGS

The following ratings will be applied to rate the Offeror's responses addressing the technical evaluation criteria factors: Technical Approach and Project Management Approach. The evaluators will score each factor in accordance with the following adjectival rating guidelines:

RATING	DESCRIPTIONS
Outstanding	The quotation exceeds all requirements of the technical evaluation criteria in a beneficial way and convincingly demonstrates a high degree of certainty for successful accomplishment of task objectives. The response contains one or more significant strengths, no deficiencies, and no weaknesses and offers best value to the Government. Risk of unsuccessful performance is minimal.
Good	The quotation meets requirements of the technical evaluation criteria and indicates a thorough approach and understanding of the requirements. Proposal contains strengths which outweigh any weaknesses. No deficiencies are identified. Risk of unsuccessful performance is low.
Satisfactory	The quotation meets the requirements of the technical evaluation criteria and indicates an adequate approach and understanding of the requirements. Strengths and weaknesses are offsetting or will have little or no impact on contract performance, they are correctable with some government oversight and direction. No deficiencies are identified. Risk of unsuccessful performance is moderate.
Marginal	The quotation does not clearly address requirements of the technical evaluation criteria and has not demonstrated an adequate approach and understanding of the requirements. Proposal has one or more weaknesses that are not offset by strengths. One or more deficiencies are identified. Risk of unsuccessful performance is high.
Unacceptable	The quotation response does not meet the requirements of the SOW and demonstrates an incomplete or incorrect understanding of the requirements. The proposal has significant weaknesses, deficiencies that are not offset by strengths. Risk of unsuccessful performance is very high. Proposal is unawardable.

#### 35.2 FACTOR 1: TECHNICAL APPROACH

The evaluation will be based on the Government's level of confidence in your company's understanding, capability, and approach to performing all of the requirements found in the SOW. The level of confidence will be based on:

- Methodology for achieving all of the requirements found in the SOW;
- Identification of any strategies to more efficiently meet or enhance the Service Level Agreements (SLAs);
- Ability to fully support the deliverables and schedule in the SOW.

#### 35.3 FACTOR 2: PROJECT MANAGEMENT APPROACH

Evaluation will be based on the Government's level of confidence in your company's capability and approach to effectively deliver the SOW requirements and avoid schedule, cost, and scope creep. The level of confidence will be based on the following:

- Your company's management methodology for optimizing lines of authority and communication, organizational structure, and problem resolution methodologies.
   Your company shall discuss how personnel will be held accountable for performance;
- Your company's approach to risk management during performance from both a technical and management perspective, and the planned actions to mitigate or eliminate risks;
- Your company's approach and rationale for choosing personnel for this effort. Your company shall describe how each person (especially the person chosen that will also have project management responsibilities) will be involved in the potential Task Order and how her/his qualifications make them uniquely qualified for the position.
- Your company's approach to hiring, retaining and replacing personnel throughout the life of the Task Order (including all option periods);
- Your company's solution for assisting the Government in transitioning from this Task Order and ensuring that all documentation, Government Furnished Equipment (GFE), software, and required metrics and statistics are provided to the Government.

The following ratings will be applied to rate the Offeror's responses addressing the technical evaluation factor: Past Performance. The evaluators will score each factor in accordance with the following adjectival rating guidelines:

Adjectival Rating	Definitions
Acceptable	The past performance record represents that the Offeror is capable of adequately performing the requirement. This rating indicates a low level of performance risk to the Government.
Unacceptable	Indicates that the Offeror has historically failed to perform in a satisfactory manner in the fulfillment of like or similar requirements. This rating indicates an unacceptable level of performance risk.
Neutral	Indicates that the Offeror references could ne be verified or that the Offeror lacks relevant past performance experience.

#### 35.4 FACTOR 3: PAST PERFORMANCE

Past performance reflects the proven quality of your company's performance of specific tasks. Your company's experience relates to the applicability of its performance in relation to the requirements of the SOW. Past Performance is limited to 3 pages each.

Your company's quote must present evidence of having similar experience in three (3) contracts performed in the past five (5) years. Contracts (commercial, federal, state, local Government) of similar work and complexity related to the GSA are preferred. If no single contract experience that encompasses all types of experience as outlined in the areas of the SOW, you may show relevant experience through a combination of contracts, which together show that work has been accomplished which is consistent in size, scope, and complexity.

Documentation of relevant experience must include a description of the specific contract that also addresses each contract's characteristics, such as size, scope, and complexity. Include the contract dollar values and a point of contact for each similar experience submission and/or past performance submission.

Prioritize similar experience submissions in the order of relevance to GSA IT (i.e., 1 being the most relevant, to 5 being the least relevant, in your opinion).

The offeror shall forward the Past Performance Questionnaire (Attachment A) to a customer point of contact familiar with the offeror's performance for each contract/order listed in its Past Performance submission. The customer point of contact will then be responsible for submitting the Past Performance Questionnaire to GSA for review.

The Government will evaluate Past Performance Questionnaires completed by a customer point of contact familiar with the offeror's performance. Past Performance Questionnaires shall be submitted from the point of contact directly to the Contracting Officer at Vivian.fields@gsa.gov. Questionnaires will be accepted via email only and must be received no later than 5:00 pm, Eastern Time (ET) by February 4, 2019. Questionnaires not received on time will not be considered. It is the offeror's sole and exclusive responsibility to ensure that the Contracting Officer timely receives at least one (1) past performance questionnaire for each past contract listed by the offeror.

Past Performance will be evaluated to assess the relative risk associated with your company's likelihood of success in performing the SOW requirements as indicated by your company's record of past performance. The Government will conduct a performance risk assessment based upon the quality of your company's past performance, and its proposed subcontractors/teaming partners as it relates to the probability of successful accomplishment of the required effort. When assessing performance risk, the Government will focus its inquiry on your company's past performance and its proposed critical subcontractors/teaming partners as it relates to all SOW requirements. The Government may use data provided by your company, as well as data obtained from other sources that it considers current, accurate and relevant. In evaluating past performance and the risk to successful performance, the Government will review "how well your company has performed" on other relevant comparable projects.

Past Performance and Corporate Experience Evaluation Factor: If a prime contractor/subcontractor arrangement or Contractor Teaming Arrangement (CTA) is quoted, each critical team member (or critical subcontractor) may be evaluated individually. Then, taking into consideration the appropriate weight given to each team member or subcontractor and their planned performance as identified in the quote, each individual's evaluation will be averaged together to establish the overall team factor rating. For instance, if the quote indicates Team Member "A" will do approximately 10% of work, then a 10% weight is given to Team Member A's past performance rating in assigning the overall team past performance rating. A team member or subcontractor is considered critical if she/he is expected to perform at least 40% of the work.

If a CTA or prime contractor/subcontractor arrangement is quoted, the burden is exclusively on your company to clearly establish in its quote the specific nature of the relationships between the parties. Your company must identify which parties are utilizing a CTA, and which parties are utilizing a prime contractor/subcontractor arrangement.

If a CTA or prime contractor/subcontractor arrangement is quoted, then the burden is exclusively on your company to supply the Government with adequate evidence in its quote, which clearly establishes the degree to which each CTA member or prime contractor/subcontractor (respectively), is intended to be utilized in the performance of the work under the SOW. This shall be expressed as a percentage.

The Government will determine if your company's experience is similar in size, scope, and complexity to the possible activities described in the SOW. The information presented in your company's written quote, combined with information from any other sources available to the Government, will provide the primary input for the evaluation of this factor. The Government reserves the right to verify the specifics of prior contracts described by your company in its quote. Evaluation of past performance will allow the Government to determine whether your company consistently delivers quality services in a timely manner. Past performance on contracts that are more relevant to this requirement and similar in scope will be considered more heavily than performance on contracts that are less relevant and of smaller scope.

Furthermore, evaluation of past performance may include the following:

- Your company's records of providing high quality services in a timely manner;
- Administrative aspects of your company's past performance;
- Overall quality, availability, and stability of assigned personnel;
- Reasonable and cooperative behavior;
- Commitment to and business-like concern for the interests of the customer;
- Quality of overall program management;
- Cost savings achieved;
- Awards or performance recognition earned; and,
- Overall client satisfaction.

Past performance shall not be part of the page count limit.

Past performance information may be obtained from any other sources available to the Government, to include, but not limited to, CPARS, PPIRS, and FAPIIS, Electronic Subcontract

Reporting System (eSRS), or other databases; interviews with Program Managers, Contracting Officers, and Fee Determining Officials; and the Defense Contract Management Agency.

Based on the above and the impact of the partial government shutdown, please provide contract numbers of similar size, scope, and complexity related to the 47HAA019Q0022 solicitation, to include the names and contact information for the contracts for those you planned to provide in the Past Performance Questionnaire.

#### 36. PRICE EVALUATION

This SOW will be firm-fixed-price for all activities. GSA seeks discounts, or price reductions, from the Contractor's SOW rates. The Contractors total SOW price shall be evaluated and compared, including any discounts offered by Contractors off of their SOW pricing. GSA will evaluate the Contractor's pricing for reasonableness and overall best value to the Government. Contractor's pricing shall establish confidence for successful performance and completion of the SOW requirements.

#### 36.1 TOTAL EVALUATED PRICE

Your company's price quote will be evaluated to determine realism and reasonableness. Prices that are excessively high or low may be considered unrealistic and unreasonable, and may receive no further consideration. The proposed cost/price quote will be evaluated based on the following:

#### 36.2 PRICE ANALYSIS

For price evaluation purposes only, the Government will calculate the evaluated price by multiplying the proposed fully burdened hourly rate by the number of hours of each labor category for each area proposed for the base plus 6 month option Task Order periods. The yearly totals will be added together to get a total Task Order evaluated cost. These assumptions in no way bind the Government to exercise any options during the life of the Task Order

Your company is placed on notice that if the quote is unrealistic in terms of technical commitment or unrealistically low in price, it will be deemed reflective of an inherent lack of technical competence or indicative of failure to comprehend the complexity and risk of Task Order requirements. This may be grounds for rejection of the quote.

44

#### **36.3 PRICE REASONABLENESS**

An evaluation of your company's price quote will be made to determine if they are realistic for the work to be performed, reflect a clear understanding of the requirements, and are consistent with the technical quote. Reasonableness determinations will be made by comparing proposed prices with established commercial and GSA price schedules, or by comparing proposed prices with the Independent Government Cost Estimate (IGCE). The Government will evaluate the information provided to determine the extent to which your company has demonstrated experience which is relevant to the objectives and requirements in this request for quotation, increasing the potential to successfully fulfill the objectives of the effort.

#### 36.4 COMPLETENESS FACTOR

The Government will evaluate the cost quote for completeness by assessing the responsiveness of your company in providing requested cost data for all requirements in the SOW, and assessing their traceability to each cost element.

#### 37. BEST VALUE BASIS OF AWARD

Appropriate consideration will be given to the four evaluation factors (Technical Approach, Project Management Approach, Past Performance, and Price) when evaluating the quote.

Factor I -Technical Approach is significantly more important than Factor II - Project Management or Factor III - Past Performance. The non- price factors, when combined, are significantly more important than Factor IV - Price. However, price may become significantly more important as non-price factors approach equality.

Following the evaluation, the Government will consider the overall solution proposed by your company taking into account technical, qualifications of key personnel, and price considerations for the solution proposed. The goal of a best value award is to provide the Government with an excellent business decision based on the best combined quality and economic value. The Government is seeking a best value solution, which is defined in FAR 2.101 as when the expected outcome of an acquisition, in the Government's estimation, provides the greatest overall benefit in response to the requirement, across the potential life of this task order.

#### 38. EVALUATION CRITERIA TRADE OFFS

The Government prioritizes high quality, high-level technical capabilities. When all evaluation factors are considered, cost is secondary, and as the evaluation criteria becomes closer between companies, cost becomes a more important consideration in a trade-off scenario.

#### 39. INVOICE SUBMISSION

Unless otherwise indicated herein, monthly invoices and supporting information should be submitted within five business days of the last day of the invoicing period. The COR and CO shall receive a copy of the invoice and all supporting documentation. This can be done before, but no later than, the same time as invoice submission to the GSA Finance Office.

Invoices are authorized for payment upon the Government's receipt and acceptance of deliverables specified in the contract and the receipt of a valid invoice. Invoices, to be proper and payable, must include the following information:

- 1. Name and address of the Contractor
- 2. Invoice date and number
- 3. Contract Number, Order Number, and EASi Document Number (GD) listed in Block 20 of the SF-1449, any contract line item numbers, and the project title,
- 4. Product Description- CLIN, part number, quantity, unit of measure, unit price and extended price of the item(s) delivered; period of maintenance service.
- 5. Name and address of official to whom payment is to be sent;
- 6. Name, title, and phone number of person to be notified in event of defective invoice; and
- 7. Taxpayer Identification Number (TIN). The Contractor shall include its TIN on the invoice.

Electronic Submission: The Vendor and Customer Self Service (VCSS) system, implemented by the General Services Administration (GSA), is a web-based application that allows vendors to create and process their invoices electronically (paperless) and track the status of payments made by GSA, and allows customers to view billing and payment information.

VCSS is a voluntary participation program; however any vendor desiring to participate must have a valid DUNS/DUNS+4 number and must register in the System for Award Management (SAM) database prior to registering in VCSS. Vendors can contact Dun & Bradstreet at <a href="http://ccr.dnb.com/ccr/pages/CCRSearch.jsp">http://ccr.dnb.com/ccr/pages/CCRSearch.jsp</a> to obtain a DUNS/DUNS+4 number. The vendor must ensure that their CCR registration remains active at all times.

The COR/ Technical Point of Contact shall review the invoice and complete the Receiving Report to authorize the GSA's payment office to process payment of the invoice(s).

Please Note: Failure to follow procedures could delay your payment.

#### 39.1 INVOICE INFORMATION FIRM FIXED PRICE

The Contractor shall provide the following information on each invoice submitted to GSA's finance center.

#### **Invoices shall include:**

- a. Name and address of the Contractor
  - b. Invoice date and number
  - c. Contract number
  - d. Description
  - e. Terms of any discount for prompt payment offered;
  - f. Name and address of official to whom payment is to be sent;
  - g. Name, title, and phone number of person to notify in the event of defective invoice; and
  - h. Taxpayer Identification Number (TIN). The Contractor shall include its TIN on the invoice only if required elsewhere in this Contract.
  - i. Electronic funds transfer (EFT) banking information
    - 1. The Contractor shall include EFT banking information on the invoice only if required.
    - 2. If EFT banking information is not required to be on the invoice, in order for the invoice to be a proper invoice, the Contractor shall have submitted correct EFT banking information in accordance with the applicable solicitation provision, Contract clause (e.g., FAR 52.232-33, Payment by Electronic Funds Transfer Central Contractor Registration, or FAR 52.232-34, Payment by Electronic Funds Transfer Other Than Central Contractor Registration), or applicable agency procedure.
    - 3. EFT banking information is not required if the Government waived

#### 40. CONTRACT ADMINISTRATION

The Contracting Officer is the only person authorized to approve any changes in the scope of work for this requirement. The authority remains solely with the Contracting Officer. In the event the Contractor effects any changes at the direction of any person other than the Contracting Officer, the changes shall be considered to have been made without authority and <u>no</u> adjustment will be made in the task order price to cover any increase of expenses incurred as a result thereof. The Contracting Officer's Representative (COR) and/or Program Manager shall assist in monitoring the Contractor's performance. The Contractor's performance shall be evaluated by the COR and Program Manager unless otherwise required.

#### **40.1 POINTS OF CONTACT**

GSA Contracting Officer (CO):

Vivian Fields
Office of Internal Acquisition
1800 F Street NW | Washington, DC 20405
Vivian.fields@gsa.gov

GSA Contracting Officer Representative (COR):

Vickie Szewczyk GSA OCIO 571-969-8734 Vickie.szewczyk@gsa.gov

#### 41. DUE DATE FOR SUBMISSION OF QUESTIONS

All questions must be submitted in writing via email to the Contracting Officer at: <a href="mailto:vivian.fields@gsa.gov">vivian.fields@gsa.gov</a> by 12 Noon EST, Monday, December 31, 2018. No questions will be accepted by telephone or after the specified time and due date. Each question submitted must cite the SOW Section number/title for which the question pertains, unless the question is general in nature and not specific to a particular portion(s) of the RFQ/SOW. The Government intends to respond to all questions on January 22, 2019 All questions will be addressed in writing only.

## 42. DUE DATE FOR SUBMISSION OF THE TECHNICAL AND PRICE PROPOSALS

The due date for submission of the Technical and Price Proposals is 1:00 pm February 4, 2019, EST. Both the Technical and Price Quotes are to be submitted via email to Vivian.Fields@gsa.gov.

#### 43. PROPOSAL SUBMISSION

A proposal is required from each Offeror. In response to this SOW the contractor submission must include all services to be considered for award (i.e. partial offers will not be considered). Offeror submissions shall be formatted on letter size paper (8.5 x 11 inches). Pages must be numbered and shall include a cover page and cover letter identifying the Transportation Audit Management Systems (TAMS). Individuals specifically identified in each proposal must be assigned and available to perform the tasks outlined in this SOW upon award of task order. Technical and price quotes must be submitted as separate documents.

#### 44. CLAUSES INCORPORATED

#### 52.217-8 -- Option to Extend Services.

As prescribed in 17.208(f), insert a clause substantially the same as the following:

#### Option to Extend Services (Nov 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 3 months. The Contracting Officer may exercise the option by written notice to the contractor within 60 days.

#### 45. TASK ORDER PROVISIONS AND CLAUSES

#### 45.1 FAR CLAUSES

#### FAR 52.252-2 Clauses Incorporated by Reference (Feb 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address: FAR website: https://www.acquisition.gov/browse/index/far

**Note:** In addition to the applicable clauses contained in the applicable Master Contract, the following clauses apply at the Order level and are included in this task order request for added emphasis of their applicability:

FAR CLAUSE	CLAUSE TITLE	DATE
52.216-18	Ordering	Oct 1995
52.232-38	Submission of Electronic Funds Transfer Information with Offer	May 1999

FAR CLAUSE	CLAUSE TITLE	DATE
52.243-1	Changes- Fixed-Price Alternate I	Apr 1984
52.245-1	Government Property	Apr 2012

### **Full Text Provisions/Clauses:**

CLAUSE NO.	CLAUSE TITLE	DATE
52.217-5	Evaluation of Options  Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement.  Evaluation of options will not obligate the Government to exercise the option(s).	Jul 1990
52.217-8	Option to Extend Services  The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 15 days.	Nov 1999
52.217-9	Option to Extend the Term of the Contract  (a) The Government may extend the term of this contract by written notice to the Contractor within 15 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not	Mar 2000

CLAUSE NO.	CLAUSE TITLE	DATE
	commit the Government to an extension. (b) If the Government exercises this option, the extended contract shall be considered to include this option clause.	
	(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 48 months/4 years.	
	(End of Clause)	
52.232-18	Availability of Funds Funds are not presently available for this contract. The Government's obligation under this contract is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are made available to the Contracting Officer for this contract and until the Contractor receives notice of such availability, to be confirmed in writing by the Contracting Officer.  (End of Clause)	Apr 1984
52.232-22	Limitation of Funds  (c) The Contractor shall notify the Contracting Officer in writing whenever it has reason to believe that the costs it expects to incur under this contract in the <a href="next 60 days">next 60 days</a> , when added to all costs previously incurred, will <a href="exceed 75 percent">exceed 75 percent</a> of  (1) the total amount so far allotted to the contract by the Government.	Apr 1984

## 46. GENERAL SERVICES ADMINISTRATION ACQUISITION MANUAL (GSAM) PROVISIONS AND CLAUSES INCORPORATED BY REFERENCE

The full text of a provision may be accessed electronically at: GSAM website: <a href="https://www.acquisition.gov/gsam/gsam.html">https://www.acquisition.gov/gsam/gsam.html</a>.

Note: In addition to the clauses contained in the applicable Master Contract, the following GSAM provisions/clauses are included in this task order request for added emphasis of their applicability:

CLAUSE NO.	CLAUSE TITLE	Date
552.203-71	Restriction on Advertising	Sep 1999
552.217-71	Notice Regarding Option(s)	Nov 1992
552.232-1	Payments (Deviation)	Nov 2009
552.232-25	Prompt Payment	Nov 2009

### 47. SYSTEM FOR AWARD MANAGEMENT (SAM)

SAM is the required Federal database that every vendor must be registered to conduct business with the government. All vendors must have a current registration in SAM. Vendors can register or confirm their status at: https://www.sam.gov.

## 48. ORGANIZATIONAL CONFLICT OF INTEREST AND NON-DISCLOSURE REQUIREMENTS

#### 48.1 ORGANIZATIONAL CONFLICT OF INTEREST

If the Contractor has or is currently providing support or anticipates providing support to the GSA IT that creates or represents an actual or potential organizational conflict of interest (OCI), the Contractor shall immediately disclose this actual or potential OCI in accordance with FAR Subpart 9.5. The Contractor is also required to complete and sign an Organizational Conflict of Interest Statement in which the Contractor (and any subcontractors, consultants, or teaming partners) agrees to disclose information concerning the actual or potential conflict with any proposal for any solicitation relating to any work in this Contract. All actual or potential OCI situations shall be identified and addressed in accordance with FAR Subpart 9.5.

If the Contractor is given access to proprietary information of other Government Contractors, the Contractor agrees to protect this information from unauthorized use or disclosure and to refrain from using the information for any purpose other than that for which it was furnished. The Contractor shall complete and sign the agreement regarding the protection of proprietary information. A copy of this agreement shall be provided to the Contracting Officer and the COR.

#### 48.2 NON-DISCLOSURE REQUIREMENTS

If the Contractor acts on behalf of, or provides advice with respect to any phase of an agency procurement, as defined in FAR 3.104-4, then the Contractor shall execute and submit a Non Disclosure Agreement (NDA) Form (Section J, (Attachment F)) and ensure that all its personnel (to include subcontractors, teaming partners, and consultants) who will be personally and substantially involved in the performance of the Contract:

- a. Sign Non-Disclosure Agreement (NDA) Form (Section J, (Attachment F)) prior to the commencement of any work on the Contract,
- b. Are instructed in the FAR 3.104 requirements for disclosure, protection, and marking of Contractor bid or proposal information, or source selection information, and
- c. Are instructed in FAR Part 9 for third party disclosures when acting in an advisory capacity.

All proposed replacement Contractor personnel also must be listed on a signed Addendum to Corporate NDA and be instructed in the requirements of FAR 3.104. Any information provided by Contractors in the performance of this SOW or obtained by the Government is only to be used in the performance of the Contract. The Contractor shall put in place appropriate procedures for the protection of such information and shall be liable to the Government for any misuse or unauthorized disclosure of such information by its personnel, as defined above.

#### 49. LIST OF ATTACHMENTS

- Attachment A Past Performance Questionnaire
- Attachment A1 Security Policy
- Civilian Motor Freight Invoice Example
- Civilian Steam Invoice Example
- Civilian HHG Invoice Example
- Civilian Air Cargo Invoice Example
- DFAS Air Cargo Example
- DFAS HHG Invoice Example
- DFAS Motor Freight Invoice Example
- Security Documentation Description TAMS
- TAMS Price Template
- TAMS Reports

## **Table Of Contents**

Section	Description	Page Number
Section A	Contract Form	1
Section B	Schedule	3

Section A Page 1

		CT/ORDER FOR			1. REQUISI		JMBER	PAGE	1 OF 2
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19. ITEM NO.		SCHEDULE OF SUF			21. QUANTITY	22. UNIT	23. UNIT PRICE		24. AMOUNT
	0 1 1 6 -		4!						
	See below to	r additional inforr	nation						
	(Use Rever	se and/or Attach Additio	nal Sheets as Necessa	ary)					
25. ACCOUNTING	AND APPROPRIA	TION DATA		, ,			TAL AWARD AMOUN	T (For Go	ovt. Use Only)
Please see a	attached					\$2	2,470,489.60		
$\vdash$		BY REFERENCE FAR 52					ARE ARE	ARE	NOT ATTACHED
<u> </u>		R INCORPORATES BY REF					ARE		NOT ATTACHED
		D TO SIGN THIS DOCL CONTRACTOR AGREE		2			RACT: REF. Spatia	al Fron	it, Inc. OFFER
		OR OTHERWISE IDE		ON ANY (I	BLOCK 5), INC		YOUR OFFER G ANY ADDITIONS OF S ACCEPTED AS TO	R CHANG	
	OF OFFEROR/CON		70		TES OF AMEI	RICA (SI	GNATURE OF CONT	RACTING	G OFFICER)
		(b) (	<b>(6)</b>	VIVIA		סק	Digitally s	signed	by VIVIAN FIELDS
30b. NAME AND 1	TITLE OF SIGNER (	Type or print)	30c. DATE SIGNED	31b. NAME OF CO		OFFICE	Date: 201  R (Type or print)	9 05 03 31	2 19:11:29 -04'00' c. DATE SIGNED
	•								
Shawn Zha	ang, EVP		5/2/19	Vivian M. Fie	elds				

Section A Page 2

19. ITEM NO.		20 SCHEDULE OF SUR				21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
THEIN INC.		itial Front, Inc. technical quote d al pricing dated April 9, 2019, ar	laed February 4, 2019 an		and	QUANTIT	UNIT	UNITPRICE	AWOUNT
32a. QUANTITY II			PTED, AND CONFORMS	то т	HE CONT	RACT, EXCEP	T AS NO	ΓΕD:	
32b. SIGNATURE REPRESENT		ORIZED GOVERNMENT	32c. DATE			NTED NAME A		OF AUTHORIZED (	GOVERNMENT
32e. MAILING AD	DRESS OF	FAUTHORIZED GOVERNMEN	T REPRESENTATIVE		32f. TEL	PHONE NUMB	ER OF AL	JTHORZED GOVERI	NMENT REPRESENTATIVE
					32g. E-N	IAIL OF AUTHO	ORIZED G	GOVERNMENT REPR	RESENTATIVE
33. SHIP NUMBER		34. VOUCHER NUMBER	35. AMOUNT VERIFIE CORRECT FOR	D	36. PAYI				37. CHECK NUMBER
PARTIAL 38. S/R ACCOUN	FINAL T NO.	39. S/R VOUCHER NUMBER	40. PAID BY			)MPLETE	PARTIA	L FINAL	
44- LOEDTIEV T	1110 40001	LINE IS CORRECT AND PROP	ED FOD DAVAGNIT	420	DECEIVE	D. B.V. (Brint)			
		UNT IS CORRECT AND PROP E OF CERTIFYING OFFICER	41c. DATE			D BY (Print)			
				42b.	RECEIVE	D AT (Location	)		
				42c.	DATE RE	C'D (YY/MM/D	D) 4	2d. TOTAL CONTAIN	IERS

Section B Page 3

					PAGE OF 4
ITEM NO., FORM OR STOCK NUMBER	DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF ISSUE	UNIT PRICE	AMOUNT
0001	Base Period Strat Business Model Transportation Audit Management System (TAMS) Project Manager PoP: 05/02/2019 - 05/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0002	Base Period - Business Model Transportation Audit Management System (TAMS) System Architect 2 PoP: 05/02/2019 - 05/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0003	Base Period- Business Model Transportation Audit Management System (TAMS) Software Engineer 3 PoP: 05/02/2019 - 05/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0004	Base Period - Business Model Transportation Audit Management System (TAMS) Database Administrator 2 PoP: 05/02/2019 - 05/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0005	Base Period Business Model Transportation Audit Management System (TAMS) Information Engineer PoP: 05/02/2019 - 05/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0006	Base Period - Business Model Transportation Audit Management System (TAMS)	(b) (4)	HR	(b) (4)	(b) (4)

Section B Page 4

					PAGE OF 2 4
ITEM NO., FORM OR STOCK NUMBER	DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF ISSUE	UNIT PRICE	AMOUNT
	Software Engineer 1 PoP: 05/02/2019 - 05/01/2020				
0007	Base Period - Business Model Transportation Audit Management System (TAMS) Software Engineer 2 PoP: 05/02/2019 - 05/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0008	Base Period - Business Model Transportation Audit Management System (TAMS) Quality Assurance/Configuration Analyst PoP: 05/02/2019 - 05/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0009	Base Period Business Model Transportation Audit Management System (TAMS) Business Analyst 3 PoP: 05/02/2019 - 05/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0010	Option Period - Business Model Transportation Audit Management System (TAMS) Project Manager PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0011	Option Year - Business Model Transportation Audit Management System (TAMS) System Architect 2 PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0012		(b) (4)	HR	(b) (4)	(b) (4)

Section B Page 5

					PAGE OF 3 4
ITEM NO., FORM OR STOCK NUMBER	DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF ISSUE	UNIT PRICE	AMOUNT
	Option Period - Business Model Transportation Audit Management System (TAMS) Software Engineer 3 PoP: 05/02/2020 - 11/01/2020				
0013	Option Period - Business Model Transportation Audit Management System (TAMS) Database Administrator 2 PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0014	Option Period - Business Model Transportation Audit Management System (TAMS) Software Engineer 1 PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0015	Option Period - Business Model Transportation Audit Management System (TAMS) Software Engineer 2 PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0016	Option Period - Business Model Transportation Audit Management System (TAMS) Quality Assurance/Configuration Analyst PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0017	Option Period - Business Model Transportation Audit Management System (TAMS)	(b) (4)	EA	(b) (4)	(b) (4)

Section B

Page 6

					PAGE OF 4
ITEM NO., FORM OR STOCK NUMBER	DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF ISSUE	UNIT PRICE	AMOUNT
	Business Analyst 3 PoP: 05/02/2020 - 11/01/2020				

AMENDMENT OF SOLICITATION/	MODIFICATION C	F CONTRACT	1. CONTRACT ID CO	DDE PAGE OF PAGES  1 7
2. AMENDMENT/MODIFICATION NUMBER	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE	REQUISITION NUMBER	5. PROJECT NUMBER (If applicable)
PA0002	5/22/2019	GQIQSC-19-0002		ME0201
6. ISSUED BY CODE	H1AW	7. ADMINISTERED BY (I	f other than Item 6)	CODE H1AW
OAS, Office of Internal Acquisition, Acquisi Division (H1AW) 1800 F ST NW Washington, DC 20405 USA	tion Services	OAS, Office of Int Division (H1AW) 1800 F ST NW Washington, DC 2		, Acquisition Services
NAME AND ADDRESS OF CONTRACTOR (Number, street)	et, county, State and ZIP Co		0.0	NT OF SOLICITATION NUMBER
SPATIAL FRONT INCORPORATED 1568 SPRING HILL ROAD, SUITE 300 MCLEAN, VA 22102 DUNS: 833175917 Cage Code: 5XGW3			9B. DATED (SEL  10A. MODIFICA GS35F0648 019F0126 10B. DATED (SE	EITEM 11) TION OF CONTRACT/ORDER NUMBER 3Y/47PA0118A0006/47HAA
l .	CILITY CODE		5/2/2019	
11. THIS ITEM	ONLY APPLIES TO	AMENDMENTS OF S	OLICITATIONS	
	cludes a reference to the solice of the soli	citation and amendment num THE HOUR AND DATE SPE may be made by letter or ele ior to the opening hour and of DIFICATIONS OF COI R NUMBER AS DESC (fy) THE CHANGES SET FOR	Decrs. FAILURE OF YOU COUNTY TO THE COUNTY T	UR ACKNOWLEDGMENT TO BE IN REJECTION OF YOUR OFFER. If provided each letter or electronic  RS. 4.  ADE IN THE CONTRACT ORDER
E. IMPORTANT: Contractor X is not is	required to sign this o	locument and return	copie	s to the issuing office.
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organ Please see attached  Except as provided herein, all terms and conditions of the document of the document of the second se	ument referenced in Item 9A		ed, remains unchanged F CONTRACTING OFFI S, Contracting Off	and in full force and effect.  CER (Type or
(Signature of person authorized to sign)	_	(b) (6)	e of Contracting Officer)	5/22/2019
LOIGHALAIC OF DEFOUT AUGIOTIZED TO SIGHT	1	Olynaluic	. J. John donny Officel)	1 2/2/2/11

#### INSTRUCTIONS (Back Page):

Instructions for items other than those that are self-explanatory, are as follows:

- (a) <u>Item 1 (Contract ID Code)</u>. Insert the contract type identification code that appears in the title block of the contract being modified.
- (b) Item 3 (Effective date).
  - For a solicitation amendment, change order, or administrative change, the effective date shall be the issue date of the amendment, change order, or administrative change.
  - (2) For a supplemental agreement, the effective date shall be the date agreed to by the contracting parties.
  - (3) For a modification issued as an initial or confirming notice of termination for the convenience of the Government, the effective date and the modification number of the confirming notice shall be the same as the effective date and modification number of the initial notice.
  - (4) For a modification converting a termination for default to a termination for the convenience of the Government, the effective date shall be the same as the effective date of the termination for default.
  - (5) For a modification confirming the contracting officer's determination of the amount due in settlement of a contract termination, the effective date shall be the same as the effective date of the initial decision.
- (c) <u>Item 6 (Issued By)</u>. Insert the name and address of the issuing office. If applicable, insert the appropriate issuing office code in the code block.
- (d) Item 8 (Name and Address of Contractor). For modifications to a contract or order, enter the contractor's name, address, and code as shown in the original contract or order, unless changed by this or a previous modification.
- (e) Items 9, (Amendment of Solicitation Number Dated), and 10, (Modification of Contract/Order Number Dated). Check the appropriate box and in the corresponding blanks insert the number and date of the original solicitation, contract, or order.
- (f) Item 12 (Accounting and Appropriation Data). When appropriate, indicate the impact of the modification on each affected accounting classification by inserting one of the following entries:

(1)	Accounting	classification	
	Net increase	e \$	S

(2)	Accounting classification	 
	Net decrease	\$ 

NOTE: If there are changes to multiple accounting classifications that cannot be placed in block 12, insert an asterisk and the words "See continuation sheet".

- (g) Item 13. Check the appropriate box to indicate the type of modification. Insert in the corresponding blank the authority under which the modification is issued. Check whether or not contractor must sign this document. (See FAR 43.103.)
- (h) <u>Item 14 (Description of Amendment/Modification)</u>.
  - (1) Organize amendments or modifications under the appropriate Uniform Contract Format (UCF) section headings from the applicable solicitation or contract. The UCF table of contents, however, shall not be set forth in this document.
  - (2) Indicate the impact of the modification on the overall total contract price by inserting one of the following entries:

(i)
(I)

(ii)	) Total	contract	price	decreased	by	\$	
------	---------	----------	-------	-----------	----	----	--

- (iii) Total contract price unchanged.
- (3) State reason for modification.
- (4) When removing, reinstating, or adding funds, identify the contract items and accounting classifications.
- (5) When the SF 30 is used to reflect a determination by the contracting officer of the amount due in settlement of a contract terminated for the convenience of the Government, the entry in Item 14 of the modification may be limited to --
  - (i) A reference to the letter determination; and
  - (ii) A statement of the net amount determined to be due in settlement of the contract.
- (6) Include subject matter or short title of solicitation/contract where feasible.
- (i) <u>Item 16B</u>. The contracting officer's signature is not required on solicitation amendments. The contracting officer's signature is normally affixed last on supplemental agreements.

## **Description of Amendment/Modification**

The purpose of this modification is to show the accounting string for the Base Year 1 CLINs that have been obligated: 0001, 0002, 0003, 0004, 0005, 0006, 0007, 0008, 0009, that was not shown on the SF1449, date May 2, 2019.

All other terms and conditions remains unchanged.

## **SF30 List of Accounting Strings**

Accounting String	Amount Obligated
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					PAGE OF 7
ITEM NO., FORM OR STOCK NUMBER	DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF ISSUE	UNIT PRICE	AMOUNT
0001	Base Period Strat Business Model Transportation Audit Management System (TAMS) Project Manager GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	(b) (4)	HR	(b) (4)	(b) (4)
0002	Base Period - Business Model Transportation Audit Management System (TAMS) System Architect 2 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	(b) (4)	HR	(b) (4)	(b) (4)
0003	Base Period- Business Model Transportation Audit Management System (TAMS) Software Engineer 3 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	(b) (4)	HR	(b) (4)	(b) (4)
0004		(b) (4)	HR	(b) (4)	(b) (4)

					PAGE OF
ITEM NO., FORM OR STOCK NUMBER	DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF ISSUE	UNIT PRICE	6 7
	Base Period - Business Model				
	Transportation Audit Management				
	System (TAMS)				
	Database Administrator 2				
	GD-47HAA019F0126.2019.130A.00				
	F00Y1100.FB83.FBH60.H02				
	Obligated: (b) (4)				
	PoP: 05/02/2019 - 05/01/2020				
0005	Base Period Business Model	(b) (4)	HR	(b) (4)	(b) (4)
	Transportation Audit Management				
	System (TAMS)				
	Information Engineer				
	GD-47HAA019F0126.2019.130A.00				
	F00Y1100.FB83.FBH60.H02				
	Obligated: (b) (4)				
	PoP: 05/02/2019 - 05/01/2020				
0006	Base Period - Business Model	(b) (4)	HR	(b) (4)	(b) (4)
	Transportation Audit Management				
	System (TAMS)				
	Software Engineer 1				
	GD-47HAA019F0126.2019.130A.00				
	F00Y1100.FB83.FBH60.H02				
	Obligated: (b) (4)				
	PoP: 05/02/2019 - 05/01/2020				
007	Base Period - Business Model	(b) (4)	HR	(b) (4)	(b) (4)

					PAGE OF 7
ITEM NO., FORM OR STOCK NUMBER	DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF ISSUE	UNIT PRICE	AMOUNT
	Transportation Audit Management System (TAMS) Software Engineer 2 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02				
	PoP: 05/02/2019 - 05/01/2020				
0008	Base Period - Business Model Transportation Audit Management System (TAMS) Quality Assurance/Configuration Analyst GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	(b) (4)	HR	(b) (4)	(b) (4)
	Obligated: (b) (4)				
0009	PoP: 05/02/2019 - 05/01/2020  Base Period Business Model Transportation Audit Management System (TAMS) Business Analyst 3 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	(b) (4)	HR	(b) (4)	(b) (4)
	Obligated: (b) (4)				
	PoP: 05/02/2019 - 05/01/2020				

AMENDMENT OF SOLICITATION/	MODIFICATION O	F CONTRACT	1. CONTRACT ID CO	PAGE OF PAGES 1 1 9
2. AMENDMENT/MODIFICATION NUMBER	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE	REQUISITION NUMBER	5. PROJECT NUMBER (If applicable)
PA0003	6/3/2019	GQIQSC-19-0002		ME0201
6. ISSUED BY CODE	H1AW	7. ADMINISTERED BY (I	f other than Item 6)	CODE H1AW
OAS, Office of Internal Acquisition, Acquisi Division (H1AW) 1800 F ST NW Washington, DC 20405 USA	OAS, Office of Internal Acquisition, Acquisition Services Division (H1AW) 1800 F ST NW Washington, DC 20405 USA			
8. NAME AND ADDRESS OF CONTRACTOR (Number, street	et, county, State and ZIP Cod	le)	(X) 9A. AMENDMEN	NT OF SOLICITATION NUMBER
SPATIAL FRONT INCORPORATED 1568 SPRING HILL ROAD, SUITE 300 MCLEAN, VA 22102 DUNS: 833175917 Cage Code: 5XGW3			GS35F0648 019F0126 10B. DATED (SE	FION OF CONTRACT/ORDER NUMBER 3Y/47PA0118A0006/47HAA
	CILITY CODE		5/2/2019	
11. THIS ITEM	ONLY APPLIES TO	AMENDMENTS OF S	OLICITATIONS	
	copies of the amendment cludes a reference to the solic PT OF OFFERS PRIOR TO ady submitted, such change tendment, and is received prior of the solic PT OF OFFERS PRIOR TO ady submitted, such change tendment, and is received prior of the solic PLIES ONLY TO MODE CONTRACT/ORDER SUANT TO: (Specify authority PLIES MODIFIED TO REFER IS MODIFIED TO REFER IS MODIFIED TO THE TEM 14, PURSUANT TO THE ENTERED INTO PURSUANT	; (b) By acknowledging receitation and amendment num THE HOUR AND DATE SPE may be made by letter or ele or to the opening hour and d DIFICATIONS OF COM R NUMBER AS DESC  by) THE CHANGES SET FOR	pt of this amendment on bers. FAILURE OF YOU CIFIED MAY RESULT II extronic communication, ate specified.  NTRACTS/ORDER RIBED IN ITEM 14 RTH IN ITEM 14 ARE MA	n each copy of the offer submitted; UR ACKNOWLEDGMENT TO BE N REJECTION OF YOUR OFFER. If provided each letter or electronic  SS. L. ADE IN THE CONTRACT ORDER
<b>E. IMPORTANT:</b> Contractor $\boxtimes$ is not $\square$ is	required to sign this d	ocument and return _	copies	s to the issuing office.
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organ Please see attached  Except as provided herein, all terms and conditions of the document of the document of the second of	ument referenced in Item 9A		ed, remains unchanged CONTRACTING OFFIC	and in full force and effect.
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	VIVIAN FIE	IDC Digit	16C. DATE SIGNED :: ally signed by VIVIAN FIELDS :: 2019.06.03 06:07:44 -04'00'
(Signature of person authorized to sign)		(Signature	of Contracting Officer)	

#### INSTRUCTIONS (Back Page):

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(1)	Accounting (	classification	
	Net increase	9	) 

(2)	Accounting classification	 
	Net decrease	\$ 

NOTE: If there are changes to multiple accounting classifications that cannot be placed in block 12, insert an asterisk and the words "See continuation sheet".

- (g) Item 13. Check the appropriate box to indicate the type of modification. Insert in the corresponding blank the authority under which the modification is issued. Check whether or not contractor must sign this document. (See FAR 43.103.)
- (h) <u>Item 14 (Description of Amendment/Modification)</u>.
  - (1) Organize amendments or modifications under the appropriate Uniform Contract Format (UCF) section headings from the applicable solicitation or contract. The UCF table of contents, however, shall not be set forth in this document.
  - (2) Indicate the impact of the modification on the overall total contract price by inserting one of the following entries:

<ul><li>(i) Total contract price increased by \$</li></ul>	
--	--

(ii	) Total	contract	price	decreased	by	\$	
-----	---------	----------	-------	-----------	----	----	--

- (iii) Total contract price unchanged.
- (3) State reason for modification.
- (4) When removing, reinstating, or adding funds, identify the contract items and accounting classifications.
- (5) When the SF 30 is used to reflect a determination by the contracting officer of the amount due in settlement of a contract terminated for the convenience of the Government, the entry in Item 14 of the modification may be limited to --
  - (i) A reference to the letter determination; and
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- (6) Include subject matter or short title of solicitation/contract where feasible.
- (i) <u>Item 16B</u>. The contracting officer's signature is not required on solicitation amendments. The contracting officer's signature is normally affixed last on supplemental agreements.

## **Description of Amendment/Modification**

- 1. The purpose of this modification is to change the Designation of Contracting Officer Technical Representative (COR) letter to be Esther Ankomah in lieu of Kari Namiot.
- 2. Period of Performance from date of award of this modification through 11/1/2020.
- 3. COR letter dated May 28, 2019 is hereby incorporated into this award.
- 4. All other terms and conditions of the contract remain unchanged.

Accounting String	Amount Obligated
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					PAGE OF
ITEM NO., FORM OR STOCK NUMBER	DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF	UNIT PRICE	5 9  AMOUNT
0001	Base Period Strat Business Model Transportation Audit Management System (TAMS) Project Manager GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	(b) (4)	HR	(b) (4)	(b) (4)
0002	PoP: 05/02/2019 - 05/01/2020  Base Period - Business Model Transportation Audit Management System (TAMS) System Architect 2 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	(b) (4)	HR	(b) (4)	(b) (4)
0003	PoP: 05/02/2019 - 05/01/2020  Base Period- Business Model Transportation Audit Management System (TAMS) Software Engineer 3 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	(b) (4)	HR	(b) (4)	(b) (4)
0004		(b) (4)	HR	(b) (4)	(b) (4)

				PAGE OF
				6 9
DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF ISSUE	UNIT PRICE	AMOUNT
Base Period - Business Model				
Transportation Audit Management				
System (TAMS)				
Database Administrator 2				
F00Y1100.FB83.FBH60.H02				
Obligated: (b) (4)				
PoP: 05/02/2019 - 05/01/2020				
Base Period Business Model	(b) (4)	HR	(b) (4)	(b) (4)
Transportation Audit Management				
System (TAMS)				
Information Engineer				
GD-47HAA019F0126.2019.130A.00				
F00Y1100.FB83.FBH60.H02				
Obligated: (b) (4)				
PoP: 05/02/2019 - 05/01/2020				
Base Period - Business Model	(b) (4)	HR	(b) (4)	(b) (4)
Transportation Audit Management				
System (TAMS)				
Software Engineer 1				
GD-47HAA019F0126.2019.130A.00				
F00Y1100.FB83.FBH60.H02				
Obligated: (b) (4)				
PoP: 05/02/2019 - 05/01/2020				
Base Period - Business Model	(b) (4)	HR	(b) (4)	(b) (4)
	Base Period - Business Model Transportation Audit Management System (TAMS) Database Administrator 2 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	Base Period - Business Model Transportation Audit Management System (TAMS) Database Administrator 2 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02  Obligated: (b) (4)  PoP: 05/02/2019 - 05/01/2020  Base Period Business Model Transportation Audit Management System (TAMS) Information Engineer GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02  Obligated: (b) (4)  PoP: 05/02/2019 - 05/01/2020  Base Period - Business Model Transportation Audit Management System (TAMS) Software Engineer 1 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02  Obligated: (b) (4)  PoP: 05/02/2019 - 05/01/2020	Base Period - Business Model Transportation Audit Management System (TAMS) Database Administrator 2 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	Base Period - Business Model Transportation Audit Management System (TAMS) Database Administrator 2 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02  Obligated: (b) (4)  PoP: 05/02/2019 - 05/01/2020  Base Period Business Model Transportation Audit Management System (TAMS) Information Engineer GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02  Obligated: (b) (4)  PoP: 05/02/2019 - 05/01/2020  Base Period - Business Model Transportation Audit Management System (TAMS) Software Engineer 1 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02  Obligated: (b) (4)  PoP: 05/02/2019 - 05/01/2020

					PAGE OF
ITEM NO., FORM OR STOCK NUMBER	DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF ISSUE	UNIT PRICE	7 9 AMOUNT
	Transportation Audit Management System (TAMS) Software Engineer 2 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02		19952		
	Obligated: (b) (4) PoP: 05/02/2019 - 05/01/2020				
0008	Base Period - Business Model Transportation Audit Management System (TAMS) Quality Assurance/Configuration Analyst GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	(b) (4)	HR	(b) (4)	(b) (4)
	Obligated: (b) (4) PoP: 05/02/2019 - 05/01/2020				
0009	Base Period Business Model Transportation Audit Management System (TAMS) Business Analyst 3 GD-47HAA019F0126.2019.130A.00 F00Y1100.FB83.FBH60.H02	(b) (4)	HR	(b) (4)	(b) (4)
	Obligated: (b) (4)				
0010	PoP: 05/02/2019 - 05/01/2020  Option Period - Business Model	(b) (4)	HR	(b) (4)	(b) (4)

					PAGE OF 8 9
ITEM NO., FORM OR STOCK NUMBER	DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF ISSUE	UNIT PRICE	AMOUNT
	Transportation Audit Management System (TAMS) Project Manager PoP: 05/02/2020 - 11/01/2020				
0011	Option Year - Business Model Transportation Audit Management System (TAMS) System Architect 2 PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0012	Option Period - Business Model Transportation Audit Management System (TAMS) Software Engineer 3 PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0013	Option Period - Business Model Transportation Audit Management System (TAMS) Database Administrator 2 PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0014	Option Period - Business Model Transportation Audit Management System (TAMS) Software Engineer 1 PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0015	Option Period - Business Model Transportation Audit Management System (TAMS) Software Engineer 2 PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)

					PAGE OF
ITEM NO., FORM OR STOCK NUMBER	DESCRIPTION OF ARTICLES OR SERVICES	QUAN- TITY	UNIT OF ISSUE	UNIT PRICE	9 9 AMOUNT
0016	Option Period - Business Model Transportation Audit Management System (TAMS) Quality Assurance/Configuration Analyst PoP: 05/02/2020 - 11/01/2020	(b) (4)	HR	(b) (4)	(b) (4)
0017	Option Period - Business Model Transportation Audit Management System (TAMS) Business Analyst 3 PoP: 05/02/2020 - 11/01/2020	(b) (4)	EA	(b) (4)	(b) (4)

AMENDMENT OF SOLICITATION	MODIFICATION C	F CONTRACT	1. CONTRACT ID CO	DDE	PAGE 1	OF PAGES
2. AMENDMENT/MODIFICATION NUMBER	3. EFFECTIVE DATE	4. REQUISITION/PURCHAS	E REQUISITION NUMBER	5. PROJECT	NUMBER	R (If applicable)
PS0004		GQIQSC-19-000		ME0201		
6. ISSUED BY CODE		7. ADMINISTERED BY	(If other than Item 6)	CODE		
8. NAME AND ADDRESS OF CONTRACTOR (Number, stre	eet, county, State and ZIP Cod	de)	(X) 9A. AMENDME	NT OF SOLICIT	TATION N	UMBER
SPATIAL FRONT INCORPORATED 1568 SPRING HILL ROAD, SUITE 300 MCLEAN, VA 22102 DUNS: 833175917			9B. DATED (SE		TRACT/OI	RDER NUMBER
Cage Code: 5XGW3			GS35F0648 019F0126 10B. DATED (SE		18A00	06/47HAA
CODE	CILITY CODE		5/2/2019			
11. THIS ITEM	M ONLY APPLIES TO	AMENDMENTS OF	SOLICITATIONS			
	copies of the amendment cludes a reference to the solicited of the solicit	t; (b) By acknowledging rece citation and amendment nur THE HOUR AND DATE SP may be made by letter or el ior to the opening hour and DIFICATIONS OF CO R NUMBER AS DESC (y) THE CHANGES SET FO	eipt of this amendment of mbers. FAILURE OF YO ECIFIED MAY RESULT lectronic communication, date specified.  ONTRACTS/ORDER CRIBED IN ITEM 14  ORTH IN ITEM 14 ARE M	n each copy of to DUR ACKNOWL IN REJECTION provided each	EDGMEN OF YOUI letter or el	IT TO BE R OFFER. If lectronic
appropriation data, etc.) SET FORTH IN  C. THIS SUPPLEMENTAL AGREEMENT IS  Mutual Agreement of the Contr	S ENTERED INTO PURSUAN	T TO AUTHORITY OF:	.,			
D. OTHER (Specify type of modification and		ordanise warry are a	(3),(3)			
E. IMPORTANT: Contractor is not is not	s required to sign this d	locument and return	1 copie	s to the issu	ing offic	æ.
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Org	ganized by UCF section headii	ngs, including solicitation/co	ntract subject matter whe	ere feasible.)		
Except as provided herein, all terms and conditions of the do	cument referenced in Item 9A	or 10A, as heretofore chan-	ged, remains unchanged	and in full force	e and effe	ct.
15A. NAME AND TITLE OF SIGNER (Type or print)	cument referenced in term of	16A. NAME AND TITLE O				
Jennifer A. Davis, VP, HR & Contracts		Vivian Fields, Cont	tracting Officer			
15B. CONTRACTOR/OFFEROR	15C, DATE SIGNED	16B, UNITED STATES OF	AMER <b>I</b> CA		16C. D	ATE SIGNED
Jennifer A. Davis Digitally signed by Jennifer A. Davis Date: 2019.11.20 16:43:23 -05'0		VIVIAN F	IELDS FIEL	itally signed .DS	by VIVI	AN
(Signature of person authorized to sign)	11/20/2019	(Signatur	re of Contracting Officer	e: 2019.12.1	1 15:24:	:10 -05'00'

Instructions for items other than those that are self-explanatory, are as follows:

- (a) <u>Item 1 (Contract ID Code)</u>. Insert the contract type identification code that appears in the title block of the contract being modified.
- (b) Item 3 (Effective date).
  - For a solicitation amendment, change order, or administrative change, the effective date shall be the issue date of the amendment, change order, or administrative change.
  - (2) For a supplemental agreement, the effective date shall be the date agreed to by the contracting parties.
  - (3) For a modification issued as an initial or confirming notice of termination for the convenience of the Government, the effective date and the modification number of the confirming notice shall be the same as the effective date and modification number of the initial notice.
  - (4) For a modification converting a termination for default to a termination for the convenience of the Government, the effective date shall be the same as the effective date of the termination for default.
  - (5) For a modification confirming the contracting officer's determination of the amount due in settlement of a contract termination, the effective date shall be the same as the effective date of the initial decision.
- (c) <u>Item 6 (Issued By)</u>. Insert the name and address of the issuing office. If applicable, insert the appropriate issuing office code in the code block.
- (d) Item 8 (Name and Address of Contractor). For modifications to a contract or order, enter the contractor's name, address, and code as shown in the original contract or order, unless changed by this or a previous modification.
- (e) Items 9, (Amendment of Solicitation Number Dated), and 10, (Modification of Contract/Order Number Dated). Check the appropriate box and in the corresponding blanks insert the number and date of the original solicitation, contract, or order.
- (f) Item 12 (Accounting and Appropriation Data). When appropriate, indicate the impact of the modification on each affected accounting classification by inserting one of the following entries:

(1)	Accounting of	classification	
	Net increase	• \$	5

(2)	Accounting classification	
	Net decrease	\$

- (g) Item 13. Check the appropriate box to indicate the type of modification. Insert in the corresponding blank the authority under which the modification is issued. Check whether or not contractor must sign this document. (See FAR 43.103.)
- (h) <u>Item 14 (Description of Amendment/Modification)</u>.
  - Organize amendments or modifications under the appropriate Uniform Contract Format (UCF) section headings from the applicable solicitation or contract. The UCF table of contents, however, shall not be set forth in this document.
  - (2) Indicate the impact of the modification on the overall total contract price by inserting one of the following entries:

(i)	Total	contract	price	increased	by	\$	
U	Total	Contract	price	IIICIEaseu	DУ	Ψ	

(ii	) Tota	l contract	price	decreased	by	\$
-----	--------	------------	-------	-----------	----	----

- (iii) Total contract price unchanged.
- (3) State reason for modification.
- (4) When removing, reinstating, or adding funds, identify the contract items and accounting classifications.
- (5) When the SF 30 is used to reflect a determination by the contracting officer of the amount due in settlement of a contract terminated for the convenience of the Government, the entry in Item 14 of the modification may be limited to --
  - (i) A reference to the letter determination; and
  - (ii) A statement of the net amount determined to be due in settlement of the contract.
- (6) Include subject matter or short title of solicitation/contract where feasible.
- (i) <u>Item 16B</u>. The contracting officer's signature is not required on solicitation amendments. The contracting officer's signature is normally affixed last on supplemental agreements.

SF 30, block 14:

1. This contract is hereby modified to include the following clauses:

FAR 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (AUG 2019)

GSAR 552.204-70, Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment (DEVIATION I)(AUG 2019)

2. The full text of the incorporated clauses are provided below:

FAR 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (Aug 2019)

(a) Definitions. As used in this clause—

"Covered foreign country" means The People's Republic of China.

"Covered telecommunications equipment or services" means-

- Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);
- (2) For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);
- (3) Telecommunications or video surveillance services provided by such entities or using such equipment; or
- (4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

"Critical technology" means-

(1) Defense articles or defense services included on the United States Munitions List set forth in the International Traffic in Arms Regulations under subchapter M of chapter I of title 22, Code of Federal Regulations;

- (2) Items included on the Commerce Control List set forth in Supplement No. 1 to part 774 of the Export Administration Regulations under subchapter C of chapter VII of title 15, Code of Federal Regulations, and controlled-
- (i) Pursuant to multilateral regimes, including for reasons relating to national security, chemical and biological weapons proliferation, nuclear nonproliferation, or missile technology; or
  - (ii) For reasons relating to regional stability or surreptitious listening;
- (3) Specially designed and prepared nuclear equipment, parts and components, materials, software, and technology covered by part 810 of title 10, Code of Federal Regulations (relating to assistance to foreign atomic energy activities);
- (4) Nuclear facilities, equipment, and material covered by part 110 of title 10, Code of Federal Regulations (relating to export and import of nuclear equipment and material);
- (5) Select agents and toxins covered by part 331 of title 7, Code of Federal Regulations, part 121 of title 9 of such Code, or part 73 of title 42 of such Code; or
- (6) Emerging and foundational technologies controlled pursuant to section 1758 of the Export Control Reform Act of 2018 (50 U.S.C. 4817).

"Substantial or essential component" means any component necessary for the proper function or performance of a piece of equipment, system, or service.

- (b) *Prohibition*. Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. The Contractor is prohibited from providing to the Government any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in Federal Acquisition Regulation 4.2104.
  - (c) Exceptions. This clause does not prohibit contractors from providing—
- (1) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or
- (2) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

- (d) Reporting requirement.
- (1)In the event the Contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the Contractor is notified of such by a subcontractor at any tier or by any other source, the Contractor shall report the information in paragraph (d)(2) of this clause to the Contracting Officer, unless elsewhere in this contract are established procedures for reporting the information; in the case of the Department of Defense, the Contractor shall report to the website at <a href="https://dibnet.dod.mil">https://dibnet.dod.mil</a>. For indefinite delivery contract and the Contracting Officer(s) for any affected order or, in the case of the Department of Defense, identify both the indefinite delivery contract and any affected orders in the report provided at <a href="https://dibnet.dod.mil">https://dibnet.dod.mil</a>.
- (2) The Contractor shall report the following information pursuant to paragraph (d)(1) of this clause
- (i) Within one business day from the date of such identification or notification: the contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.
- (ii) Within 10 business days of submitting the information in paragraph (d)(2)(i) of this clause: any further available information about mitigation actions undertaken or recommended. In addition, the Contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.
- (e) Subcontracts. The Contractor shall insert the substance of this clause, including this paragraph (e), in all subcontracts and other contractual instruments, including subcontracts for the acquisition of commercial items.

(End of clause)

GSAR 552.204-70, Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment (DEVIATION I)(AUG 2019)

(a) Definitions. As used in this clause-

"Covered telecommunications equipment or services", "Critical technology", and "Substantial or essential component" have the meanings provided in FAR 52.204-25, Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.

- (b) *Prohibition*. Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. Contractors are not prohibited from providing-
- (1) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or
- (2) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.
- (c) Representation. [Contractor to complete and submit to the Contracting Officer] The Offeror or Contractor represents that it [ ] will or [ ] will not provide covered telecommunications equipment or services to the Government in the performance of any contract, subcontract, order, or other contractual instrument resulting from this contract. This representation shall be provided as part of the proposal and resubmitted on an annual basis from the date of award.
- (d) *Disclosures*. If the Offeror or Contractor has responded affirmatively to the representation in paragraph (c) of this clause, the Offeror or Contractor shall provide the following additional information to the Contracting Officer--
- (1) All covered telecommunications equipment and services offered or provided (include brand; model number, such as original equipment manufacturer (OEM) number, manufacturer part number, or wholesaler number; and item description, as applicable);
- (2) Explanation of the proposed use of covered telecommunications equipment and services and any factors relevant to determining if such use would be permissible under the prohibition in paragraph (b) of this provision;
- (3) For services, the entity providing the covered telecommunications services (include entity name, unique entity identifier, and Commercial and Government Entity (CAGE) code, if known); and
- (4) For equipment, the entity that produced the covered telecommunications equipment (include entity name, unique entity identifier, CAGE code, and whether the entity was the OEM or a distributor, if known).

(End of clause)

### 3. GSAM Representation

Please complete the representation on the following page to comply with GSAR 552.204-70(c).

4. All other terms and conditions of the contract remain unchanged.

## GSAM 552.204-70(c) Representation

Please provide contact information for an authorized point of contact from your organization.

First Name: (b) (6)
Last Name: (b) (6)
Email Address: (b) (6) spatialfront.com
Please select the statement that applies to you:
In accordance with GSAR 552.204-70(c), the Offeror or Contractor represents that it will provide covered telecommunications equipment or services to the Government in the performance of any contract, subcontract, order, or other contractual instrument resulting from this contract. This representation shall be provided as part of the proposal and resubmitted on an annual basis from the date of award.
In accordance with GSAR 552.204-70(c), the Offeror or Contractor represents that it will not provide covered telecommunications equipment or services to the Government in the performance of any contract, subcontract, order, or other contractual instrument resulting from this contract. This representation shall be provided as part of the proposal and resubmitted on an annual basis from the date of award.
If the offeror or contractor has responded affirmatively to the representation above, disclosures
required at GSAR 552.204-70(d) must be provided to the Contracting Officer.
I certify that the information I provided is true and correct and that this survey has been
completed by an authorized representative of the contractor.
✓ Yes
□ No

AMENDMENT OF SOLICITATION/I	MODIFICATION C	F CONTRACT	1. CONTRACT ID CO	DDE	PAGE 1	OF 	PAGES 4
2. AMENDMENT/MODIFICATION NUMBER	3. EFFECTIVE DATE	4. REQUISITION/PURCHAS		5. PROJECT	NUMBER	₹ (If ap	oplicable)
PS0005 6. ISSUED BY CODE	12/12/2019 H1AW	GQIQSC-19-0002		ME0201	H1AV	J	
OAS, Office of Internal Acquisition, Acquisit Division (H1AW) 1800 F ST NW Washington, DC 20405 USA	OAS, Office of Int Division (H1AW) 1800 F ST NW Washington, DC	ernal Acquisition	l				
8. NAME AND ADDRESS OF CONTRACTOR (Number, street	et, county, State and ZIP Co	de)	(X) 9A. AMENDMEI	NT OF SOLICIT	TATION N	IUMBE	ER
SPATIAL FRONT INCORPORATED 1568 SPRING HILL ROAD, SUITE 300 MCLEAN, VA 22102 DUNS: 833175917 Cage Code: 5XGW3			9B. DATED (SEE 9B. DATED (SEE 10A. MODIFICA' G\$35F0648 019F0126 10B. DATED (SE	TION OF CONT 3Y/47PA01			
	CILITY CODE	AMENDMENTO OF	5/2/2019				
The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is extended is not extended.  Offers must acknowledge receipt of this amendment prior to he hour and date specified in the solicitation or as amended, by one of the following me hods:  (a) By completing items 8 and 15, and returning copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by letter or electronic communication, provided each letter or electronic communication makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.  12. ACCOUNTING AND APPROPRIATION DATA (If required)  Modification Obligation Amount: \$0.00  13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS.  IT MODIFIES THE CONTRACT/ORDER NUMBER AS DESCRIBED IN ITEM 14.  CHECK ONE  A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NUMBER IN ITEM 10A.  B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF:  D. OTHER (Specify type of modification and authority)							
E. IMPORTANT: Contractor is not is is not is is not is is not is	required to sign this c		· ·	s to the issuere feasible )			
Except as provided herein, all terms and conditions of the docu	ument referenced in Item 9A	or 10A, as heretofore chang	jed, remains unchanged	and in full force	and effe	ct.	
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF	<u> </u>				
Jennifer A. Davis, VP, HR & Contracts		Vivian Fields, Cont	racting Officer				
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF	AMERICA		16C. [	DATE S	SIGNED
Jennifer A. Davis Digitally signed by Jennifer A. Dav	is	VIVIAN F		itally signed e: 2019.12.1			
(Signature of person authorized to sign)	(Signatur	e of Contracting Officer)		-			

Instructions for items other than those that are self-explanatory, are as follows:

- (a) <u>Item 1 (Contract ID Code)</u>. Insert the contract type identification code that appears in the title block of the contract being modified.
- (b) Item 3 (Effective date).
  - For a solicitation amendment, change order, or administrative change, the effective date shall be the issue date of the amendment, change order, or administrative change.
  - (2) For a supplemental agreement, the effective date shall be the date agreed to by the contracting parties.
  - (3) For a modification issued as an initial or confirming notice of termination for the convenience of the Government, the effective date and the modification number of the confirming notice shall be the same as the effective date and modification number of the initial notice.
  - (4) For a modification converting a termination for default to a termination for the convenience of the Government, the effective date shall be the same as the effective date of the termination for default.
  - (5) For a modification confirming the contracting officer's determination of the amount due in settlement of a contract termination, the effective date shall be the same as the effective date of the initial decision.
- (c) <u>Item 6 (Issued By)</u>. Insert the name and address of the issuing office. If applicable, insert the appropriate issuing office code in the code block.
- (d) Item 8 (Name and Address of Contractor). For modifications to a contract or order, enter the contractor's name, address, and code as shown in the original contract or order, unless changed by this or a previous modification.
- (e) Items 9, (Amendment of Solicitation Number Dated), and 10, (Modification of Contract/Order Number Dated). Check the appropriate box and in the corresponding blanks insert the number and date of the original solicitation, contract, or order.
- (f) Item 12 (Accounting and Appropriation Data). When appropriate, indicate the impact of the modification on each affected accounting classification by inserting one of the following entries:

(1)	Accounting (	classification	
	Net increase	9	) 

(2)	Accounting classification	 
	Net decrease	\$

- (g) Item 13. Check the appropriate box to indicate the type of modification. Insert in the corresponding blank the authority under which the modification is issued. Check whether or not contractor must sign this document. (See FAR 43.103.)
- (h) <u>Item 14 (Description of Amendment/Modification)</u>.
  - (1) Organize amendments or modifications under the appropriate Uniform Contract Format (UCF) section headings from the applicable solicitation or contract. The UCF table of contents, however, shall not be set forth in this document.
  - (2) Indicate the impact of the modification on the overall total contract price by inserting one of the following entries:

<ul><li>(i) Total contract price increased by \$</li></ul>	
--	--

(ii	) Total	contract	price	decreased	by	\$.	
-----	---------	----------	-------	-----------	----	-----	--

- (iii) Total contract price unchanged.
- (3) State reason for modification.
- (4) When removing, reinstating, or adding funds, identify the contract items and accounting classifications.
- (5) When the SF 30 is used to reflect a determination by the contracting officer of the amount due in settlement of a contract terminated for the convenience of the Government, the entry in Item 14 of the modification may be limited to --
  - (i) A reference to the letter determination; and
  - (ii) A statement of the net amount determined to be due in settlement of the contract.
- (6) Include subject matter or short title of solicitation/contract where feasible.
- (i) <u>Item 16B</u>. The contracting officer's signature is not required on solicitation amendments. The contracting officer's signature is normally affixed last on supplemental agreements.

#### **Description of Amendment/Modification**

The purpose of this "NO COST" administrative modification is for Transportation Audits Management System (TAMS) contract (#47PA0118A0006) regarding the submission of SDD by the contractor (Spatial Front Inc. â SFI). The following change is to be made based on agreements between GSA IT, Transportation Audits division, Spatial Front Inc as follows:

SOW requirement language re SDD:

1st Reference: Page 16 section 10.3 under TASK 2 â PLANNING, ARCHITECTURE AND DESIGN 10.3 DESIGN The Contractor shall design the system using leading-practice architecture and design principles (i.e., loosely coupled components, reuse design), review the design with GSA IT stakeholders, and document the design for each Agile Sprint, and develop system design documentation.

2nd Reference: page 28 under the Acceptable Quality Level

System Design Document (SDD)

Updated at the end of every sprint cycle (typically every 4 or 5 weeks). Final version due at the end of all sprint cycles.

Satisfactory: The SDD is created and updated per the Agile schedule, and accepted by the COR.

Unsatisfactory: The SDD is not created or updated Random Inspection

Change the above to

2nd Reference: page 28 under the Acceptable Quality Level

System Design Document (SDD)

Updated at the end of every phase and delivered no later than 5 days after the phase has ended. Phase (time and duration) is to be agreed upon between the government and the contractor. Final version of the SDD is due at the end of all phases.

Satisfactory: The SDD is created and updated per the phase cycles, and accepted by the COR.

Unsatisfactory: The SDD is not created or updated in a timely manner Random Inspection

All other terms and conditions remain unchanged.

Accounting String	Amount Obligated
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AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			CONTRACT ID CO	DE	PAGE 1	OF PAGES
2. AMENDMENT/MODIFICATION NUMBER	FICATION NUMBER 3. EFFECTIVE DATE 4. REQUISITION/PURCHASE REQUISITION NUMBER 5. PROJECT NUMBER			(If applicable)		
PS0006	3/4/2020	GQIQSC-19-0002		ME0201		
6. ISSUED BY CODE	H1AW	7. ADMINISTERED BY (If	other than Item 6)	CODE	H1AW	
OAS, Office of Internal Acquisition, Acquisi	ition Services	OAS, Office of Inte	ernal Acquisition,	Acquisition	n Servi	ces
Division (H1AW)	Division (H1AW)	-				
1800 F ST NW		1800 F ST NW				
Washington, DC 20405 USA Washir			0405 USA			
8. NAME AND ADDRESS OF CONTRACTOR (Number, street	et, county, State and ZIP Co	de) (	(X) 9A. AMENDMEN	NT OF SOLICI	TATION N	UMBER
SPATIAL FRONT INCORPORATED						
1568 SPRING HILL ROAD, SUITE 300			OD DATED (05)	TTTM		
MCLEAN, VA 22102			9B. DATED (SEE	: II EM 11)		
DUNS: 833175917		-	10A. MODIFICAT	TION OF CON	TRACT/OF	RDER NUMBER
Cage Code: 5XGW3			GS35F0648			
<b>3</b>			× 019F0126			
			10B. DATED (SE	E ITEM 13)		
CODE FA	CILITY CODE		5/2/2019			
11. THIS ITEM	ONLY APPLIES TO	AMENDMENTS OF S	OLICITATIONS			
The above numbered solicitation is amended as set fort	h in Item 14. The hour and d	late specified for receipt of Off	ers is extended.	is no	ot extended	1.
Offers must acknowledge receipt of this amendment prior to	he hour and date specified in	the solicitation or as amende	d, by one of the followin	g me hods:		
		t; (b) By acknowledging receip				
or (c) By separate letter or electronic communication which in RECEIVED AT THE PLACE DESIGNATED FOR THE RECEI						
by virtue of this amendment you desire to change an offer alre						
communication makes reference to the solicitation and this ar	nendment, and is received p	rior to the opening hour and da	ate specified.			
<ol> <li>ACCOUNTING AND APPROPRIATION DATA (If require Modification Obligation Amount: \$818,976.</li> </ol>						
		DIFICATIONS OF CON	ITBACTE/OBDER			
		R NUMBER AS DESCR				
CHECK ONE A. THIS CHANGE ORDER IS ISSUED PUR NUMBER IN ITEM 10A.	SUANT TO: (Specify authori	ity) THE CHANGES SET FOR	TH IN ITEM 14 ARE MA	ADE IN THE C	ONTRACT	ORDER
B. THE ABOVE NUMBERED CONTRACT/O appropriation data, etc.) SET FORTH IN I				changes in pa	ying office,	,
C. THIS SUPPLEMENTAL AGREEMENT IS	ENTERED INTO PURSUAN	IT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and	authority)					
FAR 52.217-9 Option to Extend	the Term of the Co	ntract				
E. IMPORTANT: Contractor is not is	s required to sign this o	document and return	copies	s to the issu	ing offic	e.
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Org.						
1. The purpose of this modification is to ex		_	•		rdance	with the
contract's clause FAR 52.217-9 - Option to			Period One (1).			
2. Period of performance is six (6) months,	_	11/1/2020.				
3. Funding for CLINs 0010 through 0017						
		[See Desc	ription of Modific	ation Conf	tinuatior	n Page]
Except as provided herein, all terms and conditions of the doc	cument referenced in Item 9A	or 10A, as heretofore change	ed, remains unchanged	and in full forc	e and effec	at.
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF	CONTRACTING OFFIC	ER (Type or p	orint)	
Jennifer A. Davis Vice President, HR & Contracts		Vivian Fields, Contra	acting Officer			
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF A	MERICA		16C. D	ATE SIGNED
(b) (6)	03/05/2020	VIVIAN F	IFI DS FIE	gitally sign LDS	ed by V	IVIAN
	- 30,00,2020	/Cianatura		te: 2020.0	3.05 08:	26:04 -05'0

Previous edition unusable

Instructions for items other than those that are self-explanatory, are as follows:

- (a) <u>Item 1 (Contract ID Code)</u>. Insert the contract type identification code that appears in the title block of the contract being modified.
- (b) Item 3 (Effective date).
  - (1) For a solicitation amendment, change order, or administrative change, the effective date shall be the issue date of the amendment, change order, or administrative change.
  - (2) For a supplemental agreement, the effective date shall be the date agreed to by the contracting parties.
  - (3) For a modification issued as an initial or confirming notice of termination for the convenience of the Government, the effective date and the modification number of the confirming notice shall be the same as the effective date and modification number of the initial notice.
  - (4) For a modification converting a termination for default to a termination for the convenience of the Government, the effective date shall be the same as the effective date of the termination for default.
  - (5) For a modification confirming the contracting officer's determination of the amount due in settlement of a contract termination, the effective date shall be the same as the effective date of the initial decision.
- (c) <u>Item 6 (Issued By)</u>. Insert the name and address of the issuing office. If applicable, insert the appropriate issuing office code in the code block.
- (d) Item 8 (Name and Address of Contractor). For modifications to a contract or order, enter the contractor's name, address, and code as shown in the original contract or order, unless changed by this or a previous modification.
- (e) Items 9, (Amendment of Solicitation Number Dated), and 10, (Modification of Contract/Order Number Dated). Check the appropriate box and in the corresponding blanks insert the number and date of the original solicitation, contract, or order.
- (f) Item 12 (Accounting and Appropriation Data). When appropriate, indicate the impact of the modification on each affected accounting classification by inserting one of the following entries:

(1)	Accounting	classification	
	Net increas	e S	S

(2)	Accounting classification	 
	Net decrease	\$ 

- (g) Item 13. Check the appropriate box to indicate the type of modification. Insert in the corresponding blank the authority under which the modification is issued. Check whether or not contractor must sign this document. (See FAR 43.103.)
- (h) <u>Item 14 (Description of Amendment/Modification)</u>.
  - (1) Organize amendments or modifications under the appropriate Uniform Contract Format (UCF) section headings from the applicable solicitation or contract. The UCF table of contents, however, shall not be set forth in this document.
  - (2) Indicate the impact of the modification on the overall total contract price by inserting one of the following entries:

(i	) Total	contract	price	increased	by	\$

		lecreased	

- (iii) Total contract price unchanged.
- (3) State reason for modification.
- (4) When removing, reinstating, or adding funds, identify the contract items and accounting classifications.
- (5) When the SF 30 is used to reflect a determination by the contracting officer of the amount due in settlement of a contract terminated for the convenience of the Government, the entry in Item 14 of the modification may be limited to --
  - (i) A reference to the letter determination; and
  - (ii) A statement of the net amount determined to be due in settlement of the contract.
- (6) Include subject matter or short title of solicitation/contract where feasible.
- (i) <u>Item 16B</u>. The contracting officer's signature is not required on solicitation amendments. The contracting officer's signature is normally affixed last on supplemental agreements.

# **Description of Modification Continuation Page**

4. Increased funding from (b) (4)5. All other terms and conditions remain unchanged.

Accounting String	Amount Obligated
GD-47HAA019F0126.2019.130A.00.F00Y1100.FB83.FBH60.H02	\$2,470,489.60
GD-47HAA019F0126.2020.130A.00.F00Y1140.FB83.FBH61.H02.I11700	\$0.00
GD-47HAA019F0126.2020.130A.00.F00Y1100.FB83.FBH60.H02.ME0201	\$818,976.00

AMENDMENT OF SOLICITATION/	MODIFICATION C	F CONTRACT	CONTRACT ID CO	DDE PAGE OF PAGES  1   4
2. AMENDMENT/MODIFICATION NUMBER PS0007	3. EFFECTIVE DATE 9/1/2020	4. REQUISITION/PURCHASE GQIQSC-19-0002		5. PROJECT NUMBER (If applicable) ME0201
6. ISSUED BY CODE	H1AW	7. ADMINISTERED BY (If	other than Item 6)	CODE H1AW
OAS, Office of Internal Acquisition, Acquisition (H1AW) 1800 F ST NW Washington, DC 20405 USA	tion Services	OAS, Office of Inte Division (H1AW) 1800 F ST NW Washington, DC 2		, Acquisition Services
NAME AND ADDRESS OF CONTRACTOR (Number, street)	et, county, State and ZIP Co	de)	(X) 9A. AMENDME	NT OF SOLICITATION NUMBER
SPATIAL FRONT INCORPORATED 1568 SPRING HILL ROAD, SUITE 300 MCLEAN, VA 22102 DUNS: 833175917 Cage Code: 5XGW3			9B. DATED (SEE	TION OF CONTRACT/ORDER NUMBER BY/47PA0118A0006/47HAA
CODE	CILITY CODE		5/2/2019	
11. THIS ITEM	ONLY APPLIES TO	AMENDMENTS OF S	OLICITATIONS	
or (c) By separate letter or electronic communication which increase RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIVED by virtue of his amendment you desire to change an offer alrest communication makes reference to the solicitation and this and 12. ACCOUNTING AND APPROPRIATION DATA (If required Modification Obligation Amount: \$425,000.  13. THIS ITEM AP	cludes a reference to the soli PT OF OFFERS PRIOR TO eady submitted, such change nendment, and is received prior 00 PLIES ONLY TO MOI CONTRACT/ORDER SUANT TO: (Specify authori RDER IS MODIFIED TO RE	cita ion and amendment numb THE HOUR AND DATE SPECE THE MAY BE MADE BY LETTER OF THE MANAGES SET FOR THE CHANGES SET FOR	cers. FAILURE OF YOU CIFIED MAY RESULT I ctronic communication, ate specified.  ITRACTS/ORDER RIBED IN ITEM 14 TH IN ITEM 14 ARE M //E CHANGES (such as	R REJECTION OF YOUR OFFER. If provided each letter or electronic  RS. 4.  ADE IN THE CONTRACT ORDER
D. OTHER (Specify type of modification and FAR 43.103(a)		IT TO AUTHORITY OF:		
E. IMPORTANT: Contractor is not is is not is	s required to sign this			s to the issuing office.
1. The purpose of this modification is too a staffing levels needed to complete the remaccount the current optimized pace of requipation 2. This increase of (b) (4) changes the figure 3. All other terms and conditions remain the Except as provided herein, all terms and conditions of the document of the too	add additional fundin aining requirements iirements finalization funding amount from ne same.	g under CLIN 0018 of during the execution a, feature development (b) (4)	lue to a Ratificat of the previous at and user acce	ion Approval for work and phases and took into ptance.  and in full force and effect.

Instructions for items other than those that are self-explanatory, are as follows:

- (a) <u>Item 1 (Contract ID Code)</u>. Insert the contract type identification code that appears in the title block of the contract being modified.
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(1)	Accounting	classification	
	Net increase	е 9	S

(2)	Accounting classification	
	Net decrease	\$

- (g) Item 13. Check the appropriate box to indicate the type of modification. Insert in the corresponding blank the authority under which the modification is issued. Check whether or not contractor must sign this document. (See FAR 43.103.)
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  - (2) Indicate the impact of the modification on the overall total contract price by inserting one of the following entries:

(	(i)	Total	contract	price	increased	by	\$

- (ii) Total contract price decreased by \$.....
- (iii) Total contract price unchanged.
- (3) State reason for modification.
- (4) When removing, reinstating, or adding funds, identify the contract items and accounting classifications.
- (5) When the SF 30 is used to reflect a determination by the contracting officer of the amount due in settlement of a contract terminated for the convenience of the Government, the entry in Item 14 of the modification may be limited to --
  - (i) A reference to the letter determination; and
  - (ii) A statement of the net amount determined to be due in settlement of the contract.
- (6) Include subject matter or short title of solicitation/contract where feasible.
- (i) <u>Item 16B</u>. The contracting officer's signature is not required on solicitation amendments. The contracting officer's signature is normally affixed last on supplemental agreements.

Accounting String	Amount Obligated
GD-47HAA019F0126.2019.130A.00.F00Y1100.FB83.FBH60.H02	\$2,470,489.60
GD-47HAA019F0126.2020.130A.00.F00Y1140.FB83.FBH61.H02.I11700	\$75,002.12
GD-47HAA019F0126.2020.130A.00.F00Y1100.FB83.FBH60.H02.ME0201	\$1,168,973.88

					PAGE 4	OF 4
ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PR	ICE	AMOUNT (f)
0018		ORDERED	EA EA			AMOUNT (f)